

Minutes of the Meeting of Council  
January 20, 2026

The Council of the City of Sylvania, Ohio met in regular session on January 20, 2026 at 6:30 p.m. with Mayor Frye in the chair. Roll was called with the following members present: Marcus Hansen, Doug Haynam, Brian McCann, Shawn Murphy, Patrick Richardson (excused), Lyndsey Stough, Mary Westphal; (6) present; (1) absent.

Roll call:  
6 present,  
1 absent.

Pledge of Allegiance to the United States of America led by Mrs. Westphal.

Pledge of  
Allegiance.

Mayor Frye stated that Council will now consider agenda item 3.

Item #6a. Proposed Ordinance No. 23-2026, Amend Chapter 121.

Item #6b. Proposed Ordinance No. 24-2026, Amend Chapter 129.

Item #18a. Schedule Finance Committee Meeting.

Additions to the  
agenda.

Mrs. Westphal moved, Mr. McCann seconded to approve the amended agenda; roll call vote being: McCann, Haynam, Murphy, Westphal, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

Agenda approval.

Mayor Frye stated that Council will now consider agenda item 4a.

Mrs. Westphal presented the January 5, 2026 Organizational Meeting of Council meeting minutes. Mrs. Westphal moved, Mr. Hansen seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the Organizational Meeting of Council of January 5, 2026 be approved as written; roll call vote being: Stough, Westphal, Hansen, McCann, Murphy, Haynam; (6) yeas; (0) nays. The motion carried.

Approval of  
Jan. 5, 2026  
Org. Meeting of  
Council Minutes.

Mayor Frye stated that Council will now consider agenda item 4b.

Mrs. Westphal presented the January 5, 2026 regular meeting minutes. Mrs. Westphal moved, Ms. Stough seconded, that since the Mayor, members of Council, and others had been furnished copies of these minutes prior to this meeting, Council dispense with the reading of these minutes at this time, and the journal of the minutes of the regular meeting of January 5, 2026 be approved as written; roll call vote being: Westphal, Hansen, McCann, Murphy, Stough, Haynam; (6) yeas; (0) nays. The motion carried.

Approval of  
Jan. 5, 2026  
Regular Council  
Meeting Minutes.

Mayor Frye stated that Council will now consider agenda item 5.

Mr. McCann gave a brief update on Sylvania Prevention Alliance (SPA). This year is SPA's 40<sup>th</sup> Anniversary and they are holding a Gala on April 18<sup>th</sup>. He mentioned several sponsorship opportunities for the Gala that are available to support SPA. They continue with their mission of "Strong Kids Equal a Strong Community". Several members and supporters of SPA were in attendance.

SPA update by  
Mr. McCann.

Minutes of the Meeting of Council  
January 20, 2026

Mayor Frye stated that Council will now consider agenda item 6.

Mrs. Westphal gave a brief report on the Committee of the Whole (COW) meeting held this date to discuss the Authority to Enter into Contracts. The proposed legislation would amend Chapters 121 & 129 to give the Mayor and Director of Finance the authority to enter into contracts. After further discussion, Council agreed to move the proposed legislation to council for approval. Also discussed was Change Order legislation, but council was not ready to act on it.

Report from the  
COW meeting  
held this date.

Mayor Frye stated that Council will now consider added agenda item 6a.

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 23-2026, a written copy of same having been previously furnished to each member of Council “Amending Part One – Administrative Code of the Codified Ordinances of Sylvania, 1979, as amended, by amending Chapter 121 - Mayor; and declaring an emergency”; Mr. Hansen moved, Mr. Haynam seconded for passage Ordinance No. 23-2026 as an emergency measure; roll call vote being: Hansen, Westphal, McCann, Murphy, Haynam, Stough; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
23-2026, “...  
Amending  
Chapter 121 -  
Mayor...”

Mayor Frye stated that Council will now consider added agenda item 6b.

Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 24-2026, a written copy of same having been previously furnished to each member of Council “Amending Part One – Administrative Code of the Codified Ordinances of Sylvania, 1979, as amended, by amending Chapter 129 – Department of Finance; and declaring an emergency”; Mr. Murphy moved, Ms. Stough seconded for passage Ordinance No. 24-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Stough, McCann, Murphy, Haynam; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
24-2026, “...  
Amending  
Chapter 129 –  
Dept. of  
Finance ...”

Mayor Frye stated that Council will now consider agenda item 7.

Service Director’s letter requesting authorization to modify posted speed limit was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 15-2026, a written copy of same having been previously furnished to each member of Council “Amending Chapter 333 of the Sylvania Codified Ordinances by amending Section 333.03 – Maximum Speed Limits; Assured Clear Distance Ahead, to lower the

Ordinance No.  
15-2026, “...  
Amending  
Chapter 333...  
Maximum

Minutes of the Meeting of Council  
January 20, 2026

maximum speed limit on Centennial Road; and declaring an emergency”; Ms. Stough moved, Mrs. Westphal seconded for passage Ordinance No. 15-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Murphy, Haynam, Stough; (6) yeas; (0) nays. The motion carried.

Speed...  
Centennial  
Road...”

Mayor Frye stated that Council will now consider agenda item 8.

Service Director’s letter recommending approval of proposal was placed on file. Mr. Hansen presented and read aloud by title only, proposed, amended Ordinance No. 16-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of OHM Advisors to provide professional surveying and engineering services for the Heath Ditch Improvement Project; appropriating funds therefore in an amount not to exceed \$40,650; and declaring an emergency”; Mr. Hansen moved, Mr. Murphy seconded for passage of amended Ordinance No. 16-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Stough, Murphy, Haynam; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
16-2026, “...  
OHM Advisors  
...Heath Ditch  
...”

Mayor Frye stated that Council will now consider agenda item 9.

Service Director’s letter requesting approval of purchase was placed on file. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 17-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of Discovery Management Group to provide two (2) Skadi Gold RTK Global Navigation Satellite Systems; appropriating funds therefore in the amount of \$27,070; and declaring an emergency; Mr. Haynam moved, Mr. Hansen seconded for passage of Ordinance No. 17-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Murphy, Stough, Westphal, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
17-2026, “...  
Discovery  
Management  
Group...2 Skadi  
Gold RTK...  
Systems...”

Mayor Frye stated that Council will now consider agenda item 10.

Service Director’s letter requesting agreement approval was placed on file. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 18-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of and authorizing the Mayor and Director of Finance to enter into an agreement with Cyvl, Inc. to provide an Infrastructure Management Software

Ordinance No.  
18-2026, “...  
Cyvl, Inc...  
Infrastructure  
Management

Minutes of the Meeting of Council  
January 20, 2026

System; appropriating funds therefore in the amount of \$18,200; and declaring an emergency; Mr. Haynam moved, Mr. Hansen seconded for passage of Ordinance No. 18-2026 as an emergency measure; roll call vote being: Stough, Hansen, Haynam, Murphy, Westphal, McCann; (6) yeas; (0) nays. The motion carried.

Software  
System...”

Mayor Frye stated that Council will now consider agenda item 11.

Mr. Murphy moved, Ms. Stough seconded to authorize the administration to begin Letters of Interest solicitation for Design Engineering Services on the Alexis Road and Stewart Road Waterline Improvements Project; roll call vote being: Hansen, Haynam, Murphy, Stough, Westphal, McCann; (6) yeas; (0) nays. The motion carried.

LOI Alexis &  
Stewart  
Waterline Imp.  
Project.

Mayor Frye stated that Council will now consider agenda item 12.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 19-2026, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to enter into an Economic Development Consulting Agreement with Middlesex Consulting, LLC on behalf of the City of Sylvania; appropriating funds therefore in the amount of \$18,000; and declaring an emergency; Mrs. Westphal moved, Mr. McCann seconded for passage of Ordinance No. 19-2026 as an emergency measure; roll call vote being: McCann, Stough, Hansen, Haynam, Murphy, Westphal; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
19-2026, “...  
Middlesex  
Consulting...”

Mayor Frye stated that Council will now consider agenda item 13.

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 20-2026, a written copy of same having been previously furnished to each member of Council “Amending the Codified Ordinances of Sylvania, 1979, as amended by amending Section 139.03(e)(3) to establish a salary for the Municipal Planning Commission/Board of Architectural Review Secretary; and declaring an emergency; Mr. McCann moved, Mrs. Westphal seconded for passage of Ordinance No. 20-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Murphy, Stough, Westphal, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
20-2026, “...  
Salary...PC/BAR  
BZA Secretary  
...”

Mayor Frye stated that Council will now consider agenda item 14.

Minutes of the Meeting of Council  
January 20, 2026

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 21-2026, a written copy of same having been previously furnished to each member of Council “Amending the Codified Ordinances of Sylvania, 1979, as amended by amending Section 139.03(e)(3); and declaring an emergency; Mr. McCann moved, Mr. Murphy seconded for passage of Ordinance No. 21-2026 as an emergency measure; roll call vote being: Murphy, Stough, McCann, Westphal, Haynam, Hansen; (6) yeas; (0) nays. The motion carried.

Ordinance No.  
21-2026, “...  
Amending  
Section  
139.03(e)(3) ...”

Mayor Frye stated that Council will now consider agenda item 15.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 22-2026, a written copy of same having been previously furnished to each member of Council “An Ordinance to authorize and ratify the execution of Then and Now Certificates; and declaring an emergency; Mrs. Westphal moved, Ms. Stough seconded for passage of Ordinance No. 22-2026 as an emergency measure; roll call vote being: Murphy, Stough, McCann, Westphal, Haynam, Hansen; (6) yeas; (0) nays. The motion carried

Ordinance No.  
22-2026, “...  
Then & Now  
Certificates...”

Mayor Frye stated that Council will now consider agenda item 16.

Mr. McCann presented and read aloud by title only, proposed Resolution No. 2-2026, a written copy of same having been previously furnished to each member of Council “Re-Appointing Shawn Murphy to the Board of Trustees of Sylvania Area Joint recreation District (SAJRD), he being a member of the Council of this appointing political subdivision for the full calendar year of 2026; and declaring an emergency; Mr. McCann moved, Mr. Hansen seconded for passage of Resolution No. 2-2026 as an emergency measure; roll call vote being: Hansen, Murphy, Stough, McCann, Westphal, Haynam; (6) yeas; (0) nays. The motion carried

Resolution No.  
2-2026, “...Re-  
Appointing  
Shawn  
Murphy...  
SAJRD...”

Mayor Frye stated that Council will now consider added agenda item 18a.

Mrs. Westphal moved, Mr. Hansen seconded, to set a Finance Committee meeting for Monday, February 2, 2026 at 6:00 p.m. in City Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio, to discuss expanding current Community Reinvestment Area (CRA) Boundaries; roll call vote being: Murphy, Stough, Westphal,

Set Finance  
Committee  
Meeting for  
2/2/26 at 6pm.

Minutes of the Meeting of Council  
January 20, 2026

McCann, Hansen, Haynam; (6) yeas; (0) nays. The motion carried

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. McCann seconded to adjourn at 7:33 p.m. Roll call vote  
being: Westphal, Hansen, McCann, Murphy, Stough, Haynam; (6) yeas; (0) nays.

Adjournment.

---

Clerk of Council

---

Mayor