

Minutes of the Meeting of Council
February 2, 2026

The Council of the City of Sylvania, Ohio met in regular session on February 2, 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, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:
all present.

Pledge of Allegiance to the United States of America led by Mr. Hansen.

Pledge of
Allegiance.

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

Item #19a. Schedule Committee of the Whole meeting to discuss proposed legislation.

Item #19d. TMACOG Summary by Mr. Hansen.

Item #19b. First Reading of Proposed Ordinance No. 37-2026 by Mr. Haynam.

Item #19c. SUP-1-2026 – Referral to Planning Commission.

Item #19e. SUP-2-2026 – Referral to Planning Commission.

Additions to the
agenda.

Mr. Haynam moved, Mrs. Westphal seconded to allow Ms. Stough to push back from the table due to a conflict of interest regarding Item #'s 19c and 19e; roll call vote being Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ms. Stough
pushed back
from the table.

Mr. Haynam moved, Mr. Hansen seconded to approve the amended agenda; roll call vote being: Hansen (yes), Haynam (yes), McCann (no), Murphy (no), Richardson (no), Stough (yes), Westphal (no); (3) yeas; (4) nays. The motion failed.

Agenda approval.
(not approved)

Mrs. Westphal moved, Ms. Stough seconded to add scheduling a Committee of the Whole meeting to the agenda to discuss proposed legislation; roll call vote being: Westphal, Stough, Haynam, Hansen, Richardson, Murphy, McCann; (7) yeas; (0) nays. The motion carried.

Adding Item
#19a. Schedule a
COW meeting.

Mr. Haynam moved, Mr. Hansen seconded to add Item #19b. – Proposed Ordinance No. 37-2026, “Limiting the use of City resources for Federal Immigration Enforcement, assuring equal access to City services, benefits, programs or protections” to the agenda for a first reading; roll vote being: Hansen (yes), Haynam (yes), McCann (no), Murphy (no), Richardson (no), Stough (no), Westphal (no); (2) yeas; (5) nays. The motion failed.

Adding Item
#19b. Ord. No.
37-2026.

Mrs. Westphal moved, Mr. McCann seconded to add Item #19c. – SUP-1-2026 to the agenda for referral to the Municipal Planning Commission; roll call vote being: Westphal, Richardson, Haynam, Hansen, Murphy, McCann; (6) yeas; (0) nays. The motion carried.

Adding Item
#19c.
SUP-1-2026.

Mrs. Westphal moved, Mr. McCann seconded to add Item #19d. – TMACOG summary by Mr. Hansen to the agenda; roll call vote being: Stough, Richardson, Westphal, Haynam, Hansen, Murphy, McCann; (7) yeas; (0) nays. The motion carried.

Adding Item
#19d. TMACOG
Summary.

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Mrs. Westphal moved, Mr. McCann seconded to add Item #19e. – SUP-2-2026 to the agenda for referral to the Municipal Planning Commission; roll call vote being: Westphal, Richardson, Haynam, Hansen, Murphy, McCann; (6) yeas; (0) nays. The motion carried.

Adding Item
#19e.
SUP-2-2026.

Ms. Stough returned to the table.

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

Mrs. Westphal presented the January 20, 2026 regular meeting minutes. Mrs. Westphal moved, Mr. Haynam 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 20, 2026 be approved as written; roll call vote being: Richardson, Westphal, Hansen, McCann, Murphy, Stough, Haynam; (7) yeas; (0) nays. The motion carried.

Approval of
Jan. 20, 2026
Council Meeting
Minutes.

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

Mrs. Westphal gave a brief report on the Finance Committee meeting held this date. Discussions were held on the potential new Community Reinvestment Area (CRA). It was agreed upon to add the Rite Aid property at Centennial Road and Sylvania-Metamora Road, the Summerplace neighborhood and the Church 321 plaza. The schools will be made financially whole with this new CRA. Nobody was in attendance therefore there was no opposition to adding a new CRA.

Report on
Finance Comm.
Meeting held
this date.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 25-2026, a written copy of same having been previously furnished to each member of Council “An Ordinance to approve, adopt and enact current replacement pages to the Codified Ordinances; to repeal ordinances in conflict therewith; to publish the enactment of new matter; and declaring an emergency”; Mrs. Westphal moved, Mr. Murphy seconded for passage Ordinance No. 25-2026 as an emergency measure; roll call vote being: Richardson, Hansen, Westphal, McCann, Murphy, Haynam, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No.
25-2026, “...
Adopt...Codified
Ordinances...”

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

Service Director's letter recommending contract bid award was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 26-2026, a written copy of same having been previously furnished to each member of Council "Accepting the bid of Helms and Sons Excavating and awarding the contract for the Convent Boulevard and Little Road Resurfacing Project to same; authorizing the expenditure for the improvements in the amount of \$530,158.25; appropriating funds therefore; and declaring an emergency"; Mr. Richardson moved, Mrs. Westphal seconded for passage Ordinance No. 26-2026 as an emergency measure; roll call vote being: McCann, Hansen, Richardson, Westphal, Murphy, Haynam, Stough; (7) yeas; (0) nays. The motion carried.

Ordinance No.
26-2026, "...
Helms & Sons
...Convent &
Little Road
Resurfacing
Project..."

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

Service Director's letter recommending approval of proposal was placed on file. Ms. Stough presented and read aloud by title only, proposed, amended Ordinance No. 27-2026, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of American Structurepoint, Inc. to provide construction management services for the Pedestrian Hybrid Beacon Project; appropriating funds therefore in an amount not to exceed \$100,073; and declaring an emergency"; Ms. Stough moved, Mr. Murphy seconded for passage of amended Ordinance No. 27-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Stough, Murphy, Haynam, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No.
27-2026, "...
American
Structurepoint...
PHB Project..."

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

Service Director's letter recommending approval of the proposal was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 28-2026, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of Feller Finch & Associates, Inc. to provide professional surveying and engineering services for the Monroe Street (Main Street to Harroun road) resurfacing Project; appropriating funds therefore in the amount of \$25,900; and declaring an emergency; Mr. Richardson moved, Mrs. Westphal seconded for passage of Ordinance No. 28-2026 as an emergency measure; roll call vote being:

Ordinance No.
28-2026, "...
Feller Finch...
Monroe Street
Resurfacing
Project ..."

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Hansen, Haynam, Murphy, Richardson, Stough, Westphal, McCann; (7) yeas; (0) nays.
The motion carried.

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

Service Director's letter recommending purchase of equipment was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 29-2026, a written copy of same having been previously furnished to each member of Council "Authorizing the Mayor and Director of Finance to accept the proposal of Utility Technologies, LLC for the purchase of one new Utility Tracer and Leak Detection Equipment for the Division of Water, Department of Public Service; appropriating \$28,965 therefore; and declaring an emergency; Mr. Hansen moved, Ms. Stough seconded for passage of Ordinance No. 29-2026 as an emergency measure; roll call vote being: Richardson, Stough, Hansen, Haynam, Murphy, Westphal, McCann; (7) yeas; (0) nays. The motion carried.

Ordinance No.
29-2026, "...
Utility Tech...
Tracer & Leak
Detection
Equipment..."

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 30-2026, a written copy of same having been previously furnished to each member of Council "Amending Part Three – Traffic Code of the Codified Ordinances of Sylvania, 1979, as amended, by amending Chapter 303 – Enforcement, Impounding and Penalty; and declaring an emergency; Mr. Haynam moved, Mr. Murphy seconded for passage of Ordinance No. 30-2026 as an emergency measure; roll call vote being: McCann, Stough, Hansen, Haynam, Murphy, Richardson, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
30-2026, "...
Amend Part
Three...Traffic
Code..."

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

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 31-2026, a written copy of same having been previously furnished to each member of Council "Appropriating \$407,803.92 for the payment of the City's portion of Note Payments for the Lucas County Water Resource Recovery Facility; and declaring an emergency; Mr. Hansen moved, Mrs. Westphal seconded for passage of Ordinance No. 31-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Haynam, Murphy, Stough, Westphal, McCann; (7) yeas; (0) nays. The motion carried.

Ordinance No.
31-2026, "...
Note Payments
...LC Water
Resource
Recovery
Facility..."

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

Mr. Hansen moved, Mrs. Westphal seconded to authorize administration to begin Letters of Interest (LOI) solicitation for Design Engineering Services regarding the Monroe Street Waterline Improvements Project (Silverstown Drive to Whiteford Road); roll call vote being: Hansen, Richardson, Haynam, Murphy, Stough, Westphal, McCann; (7) yeas; (0) nays. The motion carried.

LOI for Monroe
Street Waterline
Improvements
Project...”

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 32-2026, a written copy of same having been previously furnished to each member of Council “Approving the Banner Application of Sylvania Schools; authorizing the Zoning Administrator to indicate such approval on behalf of the City of Sylvania; and declaring an emergency; Mr. Haynam moved, Mr. Hansen seconded for passage of Ordinance No. 32-2026 as an emergency measure; roll call vote being: Richardson, Murphy, Stough, McCann, Westphal, Haynam, Hansen; (7) yeas; (0) nays. The motion carried.

Ordinance No.
32-2026, “...
Banner...
Sylvania
Schools...”

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 33-2026, a written copy of same having been previously furnished to each member of Council “Revising the Administrative, Departmental and Divisional Organization of the City and the Codified Ordinances thereof by adding Sylvania Codified Ordinance Chapter 110 – Change Order Procedure; and declaring an emergency; Mrs. Westphal moved, Mr. Murphy seconded for passage of Ordinance No. 33-2026 as an emergency measure; roll call vote being: Murphy, Stough, McCann, Westphal, Haynam, Hansen, Richardson; (7) yeas; (0) nays. The motion carried

Ordinance No.
33-2026, “...
Chapter 110...
Change Order
Procedure...”

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

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 34-2026, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to enter into a Customer supply Agreement with Archer Energy for the provision of natural gas to residential and small commercial customers within the City of Sylvania beginning in June, 2026; and

Ordinance No.
34-2026, “...
Archer Energy
...June, 2026...”

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declaring an emergency; Mr. Hansen moved, Ms. Stough seconded for passage of Ordinance No. 34-2026 as an emergency measure; roll call vote being: Hansen, Murphy, Richardson, Stough, McCann, Westphal, Haynam; (7) yeas; (0) nays. The motion carried

Mayor Frye stated that Council will now consider agenda item 17.

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 35-2026, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance to enter into a Customer supply Agreement for the provision of electric energy to residential and small commercial customers within the City of Sylvania; and declaring an emergency; Mr. Hansen moved, Mrs. Westphal seconded for passage of Ordinance No. 35-2026 as an emergency measure; roll call vote being: Hansen, Murphy, Richardson, Stough, McCann, Westphal, Haynam; (7) yeas; (0) nays. The motion carried

Ordinance No. 35-2026, “... electric energy ...”

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 36-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of WorkSpring to provide professional Human Resources support and consultant services to the City of Sylvania for the calendar year 2026; and declaring an emergency; Mr. McCann moved, Mrs. Westphal seconded for passage of Ordinance No. 36-2026 as an emergency measure; roll call vote being: Hansen, Stough, Murphy, Richardson, McCann, Westphal, Haynam; (7) yeas; (0) nays. The motion carried

Ordinance No. 36-2026, “... WorkSpring... HR Support...”

Mayor Frye stated that Council will now consider agenda item 19.

Mr. Murphy moved, Mrs. Westphal seconded, to set a Parks & Forestry Committee meeting for Tuesday, February 17, 2026 at 5:30 p.m. in City Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio, to continue discussions on the City’s Green Yard Waste Program; roll call vote being: Murphy, Stough, Westphal, McCann, Hansen, Haynam, Richardson; (7) yeas; (0) nays. The motion carried.

Set Parks & Forestry Committee Meeting for 2/17/26 at 5:30pm.

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Mayor Frye stated that Council will now consider added agenda item 19a.

Mrs. Westphal moved, Mr. Murphy seconded, to set a Committee of the Whole (C.O.W.) meeting for Tuesday, February 17, 2026 at 6:00 p.m. in City Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio, to discuss proposed legislation regarding limiting the use of City resources for federal immigration enforcement; roll call vote being: Murphy, Stough, Westphal, McCann, Hansen, Haynam, Richardson; (7) yeas; (0) nays. The motion carried.

Set C.O.W.
meeting for
2/17/26 at 6pm.

Mr. Haynam moved, Mrs. Westphal seconded to allow Ms. Stough to push back from the table due to a conflict of interest regarding Item #'s 19c and 19e; roll call vote being Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ms. Stough
pushed back
from the table.

Mayor Frye stated that Council will now consider added agenda items 19c/e.

Mr. Haynam moved, Mrs. Westphal seconded to refer Petitions for Zoning Ordinance Amendment SUP-1-2026 (5605 Monroe Street) and SUP-2-2026 (5023 Skelly Road) from Ash Lemmons – Ability Center of Greater Toledo, at 5605 Monroe Street, Sylvania, Ohio, requesting a zoning change from a R1-SUP to a B2-SUP and a MX-SUP to a B2-SUP, to the Municipal Planning Commission for review and recommendation; roll call vote being: Murphy, Westphal, Haynam, Hansen, Richardson, McCann; (6) yeas; (0) nays. The motion carried.

SUP-1-2026 &
SUP-2-2026
referred to PC.

Ms. Stough returned to the table.

Mayor Frye stated that Council will now consider added agenda item 19d.

Mr. Hansen gave a brief summary on the TMACOG General Assembly that he recently attended. There were several caucuses available for open discussions on topics such as Property Taxes, Data Centers and the current Housing Crisis. TMACOG has also changed their name to Lake Erie West Regional Council.

TMACOG
Summary by Mr.
Hansen.

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. McCann seconded to adjourn at 8:50 p.m. Roll call vote being: Westphal, Richardson, Hansen, McCann, Murphy, Stough, Haynam; (7) yeas;

Adjournment.

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(0) nays The motion carried.

Clerk of Council

Mayor