

Minutes of the Meeting of Council
May 18, 2026

The Council of the City of Sylvania, Ohio met in regular session on May 18, 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.

No additions to
the agenda.

None

Mrs. Westphal moved, Mr. McCann seconded to approve the agenda as written; roll call vote being: Westphal, Haynam, Murphy, McCann, Stough, Hansen, Richardson; (7) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mrs. Westphal presented the May 4, 2026 regular meeting minutes. Mrs. Westphal moved, Mr. McCann 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 May 4, 2026 be approved as written; roll call vote being: Westphal, Richardson, Haynam, Hansen, McCann, Murphy, Stough; (7) yeas; (0) nays. The motion carried.

Approval of
May 4, 2026
Council meeting
minutes.

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

Mrs. Westphal presented and read aloud by title only, proposed Resolution No. 5-2026, a written copy of same having been previously furnished to each member of Council "A Resolution of the Council of the City of Sylvania rejecting the Initiative Petition presented to the City of Sylvania on April 20, 2026; and declaring an emergency". Mrs. Westphal moved; Mr. Murphy seconded for the passage of Resolution No. 5-2026 as an emergency measure; roll call vote being: Hansen (yes), Haynam (no), McCann (yes), Murphy (yes), Richardson (yes), Stough (yes), Westphal (yes); (6) yeas; (1) nay). The motion carried.

Resolution No.
5-2026 "...
Council...
rejecting the
Initiative Petition
..."

Mr. Haynam proposed an amendment to the fourth Whereas clause of Resolution No. 5-2026 and moved that the amendment be adopted. The motion was not seconded. The motion failed.

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

Service Director's letter recommending approval of the proposal was placed on file.

Ordinance No.

Minutes of the Meeting of Council
May 18 2026

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 83-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of American Structurepoint, Inc. to provide professional engineering and surveying services for the Central Park/Garden Park/Rosewood Place Waterline Improvements Project; appropriating funds therefore in the amount of \$93,738; and declaring an emergency”. Mr. Hansen moved; Mr. Haynam seconded for passage of Ordinance No. 83-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Murphy, Haynam, Stough, Richardson; (7) yeas; (0) nays. The motion carried.

83-2026
“...Proposal...
American
Structurepoint...
Central/Garden/
Rosewood
Waterline...”

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

Service Director’s letter recommending approval of the proposal was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 84-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of The Collaborative to provide master planning services for several city-owned facilities; appropriating funds therefore in the amount of \$229,500; and declaring an emergency’. Ms. Stough moved; Mr. McCann seconded for passage of Ordinance 84-2026 as an emergency measure; roll call vote being: Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
84-2026
“Accepting...
Master Planning
Services... city-
owned
facilities...”

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

Service Director’s letter recommending approval of the temporary construction easement was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 85-2026, a written copy of same having been previously furnished to each member of Council “Accepting a temporary construction easement from Erik and Elaina Kenney for the roundabout at the intersection of Erie Street and Monroe Street and resurfacing work on Erie Street from Centennial Road to Monroe Street; dedicating the temporary easement for public purposes; appropriating funds therefore; and declaring an emergency”. Mr. Richardson moved; Mr. Murphy seconded for passage of Ordinance No. 85-2026 as an emergency measure; roll vote call being: Hansen, Richardson, Murphy, McCann, Stough, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
85-2026 “...
temporary
construction
easement...
Kenney... Erie
St. & Monroe
St...”

Minutes of the Meeting of Council
May 18 2026

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

Service Director’s letter recommending approval of the purchase was placed on file. Mr. Haynam presented and read aloud by title only, proposed ordinance No. 86-2026, 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 Kalida Truck Equipment, Inc. for the provision of one Brine Boss Automated Salt Brine Production System made by Varitech Industries for the Division of Streets, Department of Public Service; appropriating \$116,500 therefore; and declaring an emergency”. Mr. Haynam moved; Ms. Stough seconded for passage of Ordinance No. 86-2026 as an emergency measure; roll vote call being: Westphal, Haynam, Murphy, McCann, Stough, Hansen, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No. 86-2026 “... Kalida Truck Equipment... Brine Production System...”

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

Service Director’s letter recommending the construction contract bid award was placed on file. Mr. Richardson presented and read aloud by title only, proposed ordinance No. 87-2026, 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 Downtown Transportation Improvements Project (Phase 2) to same; authorizing the expenditure for the improvements in the amount of \$4,526,522; appropriating funds therefore; and declaring an emergency”. Mr. Richardson moved; Mr. Hansen seconded for passage of Ordinance No. 87-2026 as an emergency measure; roll call vote being: Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No. 87-2026 “...bid ... Helms & Sons ... awarding the contract...”

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

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. 88-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of Tetra Tech for supplemental professional lighting design services relative to the US-23/Monroe Street Interchange Project including surface streets; appropriating funds therefore in the amount of \$20,000; and declaring an emergency”. Mr. Richardson moved; Mr. Hansen seconded for passage of Ordinance No. 88-2026 as an emergency measure; roll call vote being: Westphal,

Ordinance No. 88-2026 “... supplemental professional lighting... US-23/Monroe St...”

Minutes of the Meeting of Council
May 18 2026

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

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

Service Director’s letter recommending approval of the 3rd Amendment was placed on file. Mr. Murphy presented and read aloud by title only, proposed ordinance No. 89-2026, 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 third amendment to the City’s agreement with Sylvania Compost & Recycling, LLC to provide green yard waste drop-off from October 1, 2026 through September 30, 2029; and declaring an emergency”. Mr. Murphy moved; Mr. McCann seconded for passage of Ordinance No. 89-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Stough, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.
89-2026 “...3rd
Amend...
Sylvania
Compost &
Recycling...”

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

Mr. Hansen moved, Mrs. Westphal seconded to authorize the administration to begin Letters of Interest solicitation for design engineering services for the Highland View Drive/San Benito Drive/San Reno Drive Waterline Improvements Project; roll call vote being: Stough, Hansen, McCann, Murphy, Richardson, Haynam, Mrs. Westphal; (7) yeas; (0) nays. The motion carried.

LOI Highland
View/San
Benito/San Reno.

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

Mr. McCann moved, Mr. Murphy seconded to authorize the administration to advertise for bids for curbside refuse and recycling service contracts; roll call vote being: Westphal, Haynam, Murphy, McCann, Stough, Hansen, Richardson; (7) yeas; (0) nays. The motion carried.

Bids for
recycling service
contracts.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 90-2026, 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

Ordinance No.
90-2026 “...
Then & Now

Minutes of the Meeting of Council
May 18 2026

Certificates by the Finance Director and the payment of amounts due for various purchase orders; and declaring an emergency”. Mrs. Westphal moved; Ms. Stough seconded for passage of Ordinance No. 90-2026 as an emergency measure; roll call vote being: Richardson, McCann, Haynam, Murphy, Westphal, Hansen, Stough; (7) yeas; (0) nays. The motion carried.

Certificates...”

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

Chief of Police’s letter recommending approval of the MOU was placed on file. Mrs. Westphal presented and read aloud by title only, proposed ordinance No. 91-2026, 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 Mutual Aid Memorandum of Understanding on behalf of this City of Sylvania with the Sylvania Township Board of Trustees for the Tactical Emergency Medical Services Team in conjunction with the Sylvania Metro Special Response Team; and declaring an emergency”. Mrs. Westphal moved; Mr. McCann seconded for passage of Ordinance No. 91-2026 as an emergency measure; roll call vote being: Hansen, Westphal, McCann, Murphy, Haynam, Stough, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No. 91-2026 “... MOU... SMSRT...TEMS ...”

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

Committee Reports

None.

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

Mr. Haynam moved, Mr. Hansen seconded to set an Annexation & Zoning Committee meeting on Monday, June 1, 2026 at 6:00PM in City Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio 43560, to discuss Downtown Zoning Code updates; roll call vote being: Westphal, Richardson, Haynam, Hansen, McCann, Murphy, Stough; (7) yeas; (0) nays. The motion carried.

Set an Annexation & Zoning Committee meeting.

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

Prior to entering Executive Session, Mayor Frye added the subject of pending litigation to the Executive Session

Minutes of the Meeting of Council
May 18 2026

Mrs. Westphal moved, Ms. Stough seconded to enter into Executive Session for the purpose of discussing personnel matters and pending litigation at 7:37 p.m.; roll call vote being: Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Enter into
Executive
Session –
personnel &
litigation matters

Mrs. Westphal moved, Mr. McCann seconded to return from Executive Session to General Session at 7:57 p.m.; roll call vote being: Hansen, Richardson, Haynam, Westphal, Murphy, McCann, Stough; (7) yeas; (0) nays. The motion carried.

Exit Executive
Session

Mayor Frye stated that no decisions were made in executive session regarding personnel and litigation matters and therefore Council returns to general session.

The appointment letter for Paul Nungester as Director of Finance and Treasurer for the City of Sylvania starting on or before June 15, 2026 was distributed to members of Council and Mayor Frye requested confirmation of his appointment. Mr. Haynam moved; Mrs. Westphal seconded the appointment of Paul Nungester as Director of Finance and Treasurer for the City of Sylvania; roll call vote being: Westphal, Haynam, Murphy, McCann, Stough, Hansen, Richardson; (7) yeas; (0) nays. The motion carried.

Appointment
letter for Paul
Nungester

Mayor Frye stated that Council will now consider proposed Ordinance No. 92-2026.

Mrs. Westphal presented and read aloud by title only, proposed ordinance No. 92-2026, a written copy of same having been previously furnished to each member of Council “Amending Section 139.03(e)(3) of the codified ordinance of Sylvania, 1979, as amended by increasing the salary of the treasurer from \$5,000 annually to \$10,000 annually; and declaring an emergency”. Mrs. Westphal moved; Mr. Hansen seconded for passage of Ordinance No. 92-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Murphy, Haynam, Stough, Richardson; (7) yeas; (0) nays. The motion carried.

Ordinance No.
92-2026
“Amending ...
codified
Ordinances...
\$5,000... to
\$10,000...”

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 8:03 p.m. Roll call vote being: Stough, Hansen, McCann, Murphy, Richardson, Haynam, Mrs. Westphal; (7) yeas; (0) nays.

Adjournment.

Minutes of the Meeting of Council
May 18 2026

Clerk of Council

Mayor