

Minutes of the Meeting of Council  
June 1, 2026

The Council of the City of Sylvania, Ohio met in regular session on June 1, 2026 at 6:53 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. Haynam.

Pledge of  
Allegiance.

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

No additions to  
the agenda.

None

Mrs. Westphal moved, Mr. Richardson 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 18, 2026 regular meeting minutes. Mrs. Westphal moved, Mr. Murphy 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 18, 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 18, 2026  
Council meeting  
minutes.

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

Mr. Hayman gave a brief report on the Annexation & Zoning Committee meeting held this date regarding updates on the Downtown Zoning Code. He explained the history of the Smith Group proposal to amend the Downtown Zoning Code and a discussion followed regarding Council's vision for the about 10-15 acre in question. The committee asked the administration for a comparison of the existing code with the suggested changes of the Smith Group after which the committee will reconvene. Mr. Haynam stressed that the downtown area has a lot of potential which is supported by the demographic but at this time, the committee is not certain how to provide potential developers with a road map for the area because the committee does not have a clear vision of the project yet.

Report on Ann.  
& Zoning  
Comm. meeting  
held this date.

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

Service Director's letter requesting authorization to certify expenses to the Lucas County Auditor as a lien was placed on file. Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 93-2026, a written copy of same having been

Ordinance No.  
93-2026  
"Levying..."

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previously furnished to each member of Council “Levying a special assessment for the abatement of a public nuisance located at 5845 Balfour Road in the City of Sylvania, Ohio, in the amount of \$1,872.03; and declaring an emergency”. Mr. Haynam moved; Mrs. Westphal seconded for passage of Ordinance No. 93-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Murphy, Haynam, Stough, Richardson; (7) yeas; (0) nays. The motion carried.

abatement...  
5845 Balfour...”

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

Service Director’s letter recommending approval of the purchase agreement and temporary easement for Parcel 7-WD, T was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 94-2026, a written copy of same having been previously furnished to each member of Council “Accepting a temporary construction easement and authorizing the Mayor and Director of Finance to enter into a purchase agreement for 0.056 acre of real property from John M. Dunigan and Theresa M. Dunigan 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 and the real property purchased for public purposes; appropriating funds therefore in the amount of \$43,200; and declaring an emergency”. Mr. Richardson moved; Mr. Haynam seconded for passage of Ordinance 94-2026 as an emergency measure; roll call vote being: Stough, Haynam, Hansen, Richardson, McCann, Murphy, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
94-2026  
“...temporary  
construction  
easement &  
purchase  
agreement...  
Dunigan...”

Service Director’s letter recommending approval of the purchase agreement and temporary easement for Parcel 18-WD, T was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 95-2026, a written copy of same having been previously furnished to each member of Council “Accepting a temporary construction easement and authorizing the Mayor and Director of Finance to enter into a purchase agreement for 0.039 acre of real property from Brian T. May 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 and the real property purchased for public purposes; appropriating funds therefore in the amount of \$53,500; and declaring an emergency”. Mr. Richardson moved; Mrs. Westphal seconded for passage of Ordinance No. 95-2026 as an emergency measure; roll call vote being: Stough, Hansen, McCann, Murphy, Richardson, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
95-2026 “...  
temporary  
construction  
easement &  
purchase  
agreement...  
May...”

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

Service Director’s letter recommending approval of the vehicle purchase was placed on file. Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 96-2026, 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 MacQueen Equipment Co. for the provision of a new McNeilus M5 Rear Loader with 11 cubic yards of material capacity for the Department of Public Service, Division of Parks & Forestry; appropriating \$192,145 therefore; and declaring an emergency. Mr. Murphy moved; Mrs. Westphal seconded for passage of Ordinance No. 96-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Murphy, McCann, Stough, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
96-2026 “...  
MacQueen  
Equipment Co...  
McNeilus M5  
Rear Loader...  
Parks &  
Forestry”

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

A memo from the Service Director requesting approval to dispose of a 1997 Interstate Trailer by posting it for sale on the GovDeals website was placed on file. Mrs. Westphal moved; Ms. Stough seconded to approve the 1997 Interstate Trailer be placed on the GovDeals website for disposal; roll call vote being: Westphal, Richardson, Haynam, Hansen, McCann, Murphy, Stough; (7) yeas; (0) nays. The motion carried.

1997 Interstate  
Trailer placed on  
GovDeals.com.

Mayor Frye stated that Council will now consider information item A.

Mayor Frye stated that the administration has received a letter from the Committee designated in the Initiative Petition for the ordinance titled the “Sylvania Resource Conservation and Equal Access Ordinance” requesting that the legislation as presented in the petition be submitted to a vote of the electors at the next general election on November 3, 2026. He further stated that in accordance with the Sylvania Charter a resolution will be presented to Council that will place the petition on the ballot for the November 3,2026 general election.

Letter from  
Initiative Petition  
requesting  
Ordinance be put  
on ballot on Nov.  
3.

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

Mrs. Westphal moved; Mr. Richardson seconded to enter into Executive Session for the purpose of discussing specialized details of security arrangements for the municipal building at 7:17pm; roll call vote being: Hansen, Richardson, Haynam, Westphal, Murphy, McCann, Stough; (7) yeas; (0) nays. The motion carried.

Enter Executive  
Session –  
Security  
Arrangements.

Mrs. Westphal moved; Mr. McCann seconded to return from Executive Session to General Session at 7:38pm; roll call vote being: Hansen, Richardson, Murphy,

Exit Executive  
Session.

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

Mayor Frye stated that no decisions were made in Executive Session regarding specialized details of security arrangements and therefore Council returns to general session.

Mayor Frye stated that Council will now consider proposed Ordinance No. 97-2026.

Ms. Stough presented and read aloud by title only, proposed ordinance No. 97-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of The Collaborative for the Craig A. Stough Municipal Building Security Improvements; appropriating funds therefore in the amount of \$21,000; and declaring an emergency. Ms. Stough moved; Mrs. Westphal seconded for passage of Ordinance No. 97-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Murphy, McCann, Stough, Haynam, Westphal; (7) yeas; (0) nays. The motion carried.

Ordinance No.  
97-2026  
”...Collaborative  
...Security  
Improvements...  
”

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

None.

Committee  
Reports.

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

None.

Committee  
Referrals.

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 7:39pm; roll call vote being: Stough, Hansen, McCann, Murphy, Richardson, Haynam, Westphal; (7) yeas; (0) nays.

Adjournment.

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Clerk of Council

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Mayor