

Minutes of the Meeting of Council
July 20, 2026

The Council of the City of Sylvania, Ohio met in regular session on July 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 (excused), Brian McCann, Shawn Murphy, Patrick Richardson, 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 Mr. Richardson.

Pledge of
Allegiance.

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

Item # 22 a – Lake Erie West Regional Council Assembly Report

Additions to
Agenda.

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

Agenda approval.

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

Mrs. Westphal presented the June 15, 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 June 15, 2026 be approved as written; roll call vote being: Westphal, Richardson, McCann, Hansen, Murphy, Stough; (6) yeas; (0) nays. The motion carried.

Approval of
June 15, 2026
Council meeting
minutes.

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

Mrs. Westphal gave a short report on the Safety Committee meeting held on July 6, 2026. She stated this was an informational meeting only and no decisions had been made. The goal of the meeting was to introduce the issue e-bikes, etc., talk about the different definitions of e-bikes, talk about current policies, and share the concerns that the community has regarding this issue. Chief Miller gave a presentation on the topic.

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

Mr. McCann presented and read aloud by title only, proposed Resolution No. 7-2026, a written copy of same having been previously furnished to each member of Council “A Resolution of the Council of the City of Sylvania authorizing the addition of the Roth 457(b) option to the Ohio Deferred Compensation Plan; and declaring an emergency”. Mr. McCann moved; Mrs. Westphal seconded for the passage of Resolution No. 7-2026 as an emergency measure; roll call vote being: Hansen, McCann, Murphy, Richardson, Stough, Westphal; (6) yeas; (0) nays). The motion carried.

Res. No, 7-2026
“...authorizing
the addition of
Roth 457(b)... to
the Ohio...”

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

Minutes of the Meeting of Council
July 20 2026

Service Director's letter recommending approval of the second Lease Modification and Extension Agreement was placed on file. Mrs. Stough presented and read aloud by title only, proposed Ordinance No. 103-2026, a written copy of same having been previously furnished to each member of Council "Authorizing a second Lease Modification and Extension Agreement between Reeb Funeral Home, as Lessor, and the City of Sylvania, as Lessee, of the park area at Main and Maplewood in the City of Sylvania, Ohio; authorizing the Mayor and Director of Finance to sign such a second Lease Modification and Extension on behalf of the City of Sylvania; and declaring an emergency". Ms. Stough moved; Mr. McCann seconded for the passage of Ordinance No. 103-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Murphy, McCann, Stough, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No. 103-2026 "... Second Lease Modification & Extension Agreement ... Reeb Funeral Home... park area..."

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

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 104-2026, 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 creating the new positions of "Financial Analyst" and "Financial Coordinator"; amending Sylvania Codified Ordinance Section 129.01(d) to add the "Financial Analyst" and the "Financial Coordinator" under the supervision of the Director of Finance effective July 21, 2026; amending Sylvania Codified Ordinance Section 139.02(a) to add the class code, grade and title for the positions of "Financial Analyst" and "Financial Coordinator"; and declaring an emergency". Mr. McCann moved; Mrs. Westphal seconded for the passage of Ordinance No. 104-2026 as an emergency measure; roll call vote being: Stough, McCann, Hansen, Richardson, Murphy, Westphal; (6) yeas; (0) nays. The motion carried.

Ordinance No. 104-2026 "Revising... Codified Ordinances... creating... "Financial Analyst" and "Financial Coordinator" positions...."

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 105-2026, a written copy of same having been previously furnished to each member of Council "Authorizing the donation of ballistic vests to the Owens Community College Law Enforcement Program; determining said property to be of no further use to the City of Sylvania; and declaring an emergency". Mrs. Westphal moved; Mr. Hansen seconded for passage of Ordinance No. 105-2026 as an emergency measure; roll call

Ordinance No. 105-2026 "... donation of ballistic vests..."

Minutes of the Meeting of Council
July 20 2026

vote being: Richardson, McCann, Murphy, Westphal, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

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

Mr. Murphy moved, Ms. Stough seconded to refer Petition for Zoning Ordinance Amendment Application No. ZA-1-2026 from Louisville Title Agency for N.W. Ohio, Inc., as Trustee for Millstream Development Company for Parcel No. 8293529, 8293530, and 8293531, located at the south side of Brint Rd., immediately west of the intersection with King Rd., to change the current R-1 zoning to R-1 PD zoning to develop four residential lots, to the Municipal Planning Commission for review and recommendation; roll call vote being: Richardson, Murphy, Westphal, McCann, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

ZA-1-2026
referred to Plan
Commission.

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

Mrs. Westphal moved, Ms. Stough seconded to set a Public Hearing for Petition for Zoning Ordinance Amendment Application SUP-3-2026 from Donald A. Perrucci, Trustee, for 8310 Sylvania-Metamora Rd., Sylvania, Ohio, to change current B-2 zoning to B-2 SUP zoning to allow for a car wash, on Tuesday, September 8, 2026 at 6:00pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio ; roll call vote being: Stough, Hansen, Murphy, Richardson, McCann, Westphal; (6) yeas; (0) nays. The motion carried.

Set Public
Hearing for SUP-
3-2026 for
9/8/2026 at 6pm.

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

Service Director's letter recommending authorization to submit this grant application was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 8-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to file a Lake Erie West Program grant application for the Centennial Road and Little Road Roundabout Project; and declaring an emergency". Mr. Richardson moved, Mr. McCann seconded for passage of Resolution No. 8-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Murphy, Stough, McCann, Westphal; (6) yeas; (0) nays. The motion carried.

Resolution No.
8-2026 "... file
LEW grant
application
(CMAQ) ...
Centennial and
Little Rd..."

Minutes of the Meeting of Council
July 20 2026

Mayor Frye stated Council will now consider agenda item 13.

Service Director's letter recommending authorization to submit this grant application was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 9-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to file a Lake Erie West Program Grant Application for the Centennial Road and Little Road Roundabout Project; and declaring an emergency". Mr. Richardson moved, Mr. Hansen seconded for passage of Resolution 9-2026 as an emergency measure; roll call vote being: Westphal, Richardson, McCann, Hansen, Murphy, Stough; (6) yeas; (0) nays. The motion carried.

Resolution No. 9-2026 "... file LEW grant application (STBG) ...Centennial & Little Road..."

Service Director's letter recommending authorization to submit this grant application was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 10-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to file a Lake Erie West Grant Application for the Erie Street Resurfacing Project (Highland View Drive to Railroad Tracks); and declaring an emergency". Mr. Richardson moved, Mr. Murphy seconded for passage of Resolution 10-2026 as an emergency measure; roll call vote being: Richardson, Murphy, Westphal, McCann, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

Resolution No. 10-2026 "... file LEW grant application (STBG) ...Erie St. Resurfacing Project ..."

Service Director's letter recommending authorization to submit this grant application was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 11-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to file a Lake Erie West Grant Application for the Main Street Reconstruction Project (Convent Boulevard to Brint Road); and declaring an emergency". Mr. Richardson moved, Mr. Hansen seconded for passage of Resolution 11-2026 as an emergency measure; roll call vote being: Murphy, Richardson, Westphal, McCann, Stough, Hansen; (6) yeas; (0) nays. The motion carried.

Resolution No. 11-2026 "... file LEW grant application (STBG) ...Main St. Reconstruction Project ..."

Mayor Frye stated Council will now consider agenda item 14.

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 106-2026, a written copy of same having been previously furnished to each member of Council "Providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches located within the corporate limits of the City of Sylvania; authorizing the Director of Public Service, by and through the proper officers of said city to do said work during the year 2026; establishing one district for said purpose in accordance with the provisions of Section 727.012 of the Revised Code of Ohio; providing for the

Ordinance No. 106-2026 "... open ditches... assessment..."

Minutes of the Meeting of Council
July 20 2026

assessment of the cost and expense thereof upon abutting property; and declaring an emergency”. Mr. Hansen moved; Ms. Stough seconded for passage of Ordinance No. 106-2026 as an emergency measure; roll call vote being: Westphal, Richardson, Hansen, Stough, Murphy, McCann; (6) yeas; (0) nays. The motion carried.

Mayor Frye stated Council will now consider agenda item 15.

Mr. Murphy presented and read aloud by title only, proposed Ordinance No. 107-2026, a written copy of same having been previously furnished to each member of Council “Providing for the controlling blight and disease of shade trees and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City of Sylvania; authorizing the Director of Public Service, by and through the proper officers of said city to do said work during the year 2026; establishing one district for said purpose in accordance with the provisions of Section 727.011 of the Revised Code of Ohio; providing for the assessment of the cost and expense thereof upon abutting property; and declaring an emergency”. Mr. Murphy moved; Mr. McCann seconded for passage of Ordinance No. 107-2026 as an emergency measure; roll call vote being: McCann, Murphy, Stough, Westphal, Richardson, Hansen; (6) yeas; (0) nays. The motion carried.

Ordinance No.
107-2026 “...
shade trees...
assessment...”

Mayor Frye stated Council will now consider agenda item 16.

Mr. Hansen presented and read aloud by title only, proposed Resolution No. 12-2026, a written copy of same having been previously furnished to each member of Council “Declaring the necessity of lighting the streets in the City of Sylvania, Ohio; determining the manner of providing street lighting and the basis for the property owner’s share of the cost and annual assessment; and declaring an emergency”. Mr. Hansen moved; Mrs. Westphal seconded for the passage of Resolution 12-2026 as an emergency measure; roll call vote being: Westphal, Stough, Murphy, McCann, Hansen, Richardson; (6) yeas; (0) nays. The motion carried.

Resolution No.
12-2026 “...
lighting ...
annual
assessment...”

Mayor Frye stated Council will now consider agenda item 17.

Service Director’s letter recommending approval of the right-of-way acquisition services proposal with West Erie Realty Solutions, Ltd. was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 108-2026, a written copy of same having been previously furnished to each Council member “Accepting the proposal of WE Realty Solutions, Ltd. to provide right-of-way acquisition services relative to the Brint & Harroun Roundabout Project; appropriating funds therefore in the amount of \$72,540; and declaring an emergency”. Mr. Richardson moved; Mr. McCann seconded for the passage of Ordinance No. 108-2026

Ordinance No.
108-2026 “...
WE Realty
Solutions... Brint
& Harroun
Roundabout...”

Minutes of the Meeting of Council
July 20 2026

as an emergency measure; roll call vote being: Stough, McCann, Murphy, Westphal, Richardson, Hansen; (6) yeas; (0) nays. The motion carried.

Service Director's letter recommending approval of the right-of-way acquisition services proposal with Brian W. Barnes & Co., Inc. was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 109-2026, a written copy of same having been previously furnished to each Council member "Accepting the proposal of Brian W. Barnes & Co., Inc. to provide appraisal review services relative to the Brint & Harroun Roundabout Project; appropriating funds therefore in the amount of \$7,050; and declaring an emergency". Mr. Richardson moved; Mrs. Westphal seconded for the passage of Ordinance No. 109-2026 as an emergency measure; roll call vote being: McCann, Murphy, Hansen, Richardson, Westphal, Stough; (6) yeas; (0) nays. The motion carried.

Ordinance No.
109-2026 "...
Brian W. Barnes
& Co., Inc. ...
Brint & Harroun
Roundabout ..."

Mayor Frye stated Council will now consider agenda item 18.

Service Director's letter requesting approval of Change Order No. 3 (Final) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 110-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to approve Change Order No. 3 (Final) to this City's agreement with Helms & Sons Excavating, Inc. for the Downtown Transportation Improvements (Phase 1) Project to adjust for several project overruns and underruns; decreasing the final contract amount by \$275,680.18; and declaring an emergency". Mr. Richardson moved; Mr. McCann seconded for the passage of Ordinance No. 110-2026 as an emergency measure; roll call vote being: Richardson, McCann, Stough, Murphy, Westphal, Hansen; (6) yeas; (0) nays. The motion carried.

Ordinance No.
110-2026 "...
Change Order
No. 3 ... Helms
& Sons
Excavating,
Inc... DT
Improvements
(Phase 1)..."

Mayor Frye stated Council will now consider agenda item 19.

Service Director's letter recommending the 2026-2031 Refuse & Recycling Collection Service be awarded to Allied Waste Services of North America dba Republic Services of Toledo was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 111-2026, a written copy of same having been previously furnished to each Council member "Determining the lowest and best bid for the collection and disposal of residential curbside refuse and recycling in the City of Sylvania, Ohio; accepting the bid of Allied Waste Services of North America, LLC d/b/a Republic Services of Toledo; rejecting all other bids; authorizing the Mayor and Director of Finance to enter into a contract pursuant to the lowest and best bid, the advertisement therefore, notice to bidders, request for bids including specifications for the refuse and recycling collection and disposal contract, and Chapters 941 and 943 of

Ordinance No.
111-2026 "2026-
2031 Refuse &
Recycling
Collection...
Republic
Services..."

Minutes of the Meeting of Council
July 20 2026

the Codified Ordinances of Sylvania, 1979, as amended; and declaring an emergency”. Mr. Hansen moved; Mrs. Westphal seconded for the passage of Ordinance No. 111-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Murphy, Stough, Richardson, McCann; (6) yeas; (0) nays. The motion carried.

Mayor Frye stated Council will now consider agenda item 20.

Ms. Stough presented and read aloud by title only, proposed Resolution No. 13-2026, a written copy of same having been previously furnished to each Council member “Adopting a statement, pursuant to Revised Code of Ohio 709.03(d), indicating what services will be provided to the area proposed to be annexed to the City of Sylvania by petition for annexation filed with the Board of Lucas County Commissioners; and declaring an emergency”. Ms. Stough moved; Mrs. Westphal seconded for the passage of Resolution No. 13-2026 as an emergency measure; roll call vote being: Stough, Westphal, McCann, Murphy, Hansen, Richardson; (6) yeas; (0) nays. The motion carried.

Resolution No. 13-2026 “... services provided ... area annexed ...”

Mayor Frye stated Council will now consider agenda item 22.

Committee Reports.

None

Mayor Frye stated Council will now consider added agenda item 22 a.

Mr. Hansen gave a brief report on the Lake Erie West Regional Council Summer General Assembly held on this date. He stated the following topics were discussed: Data centers, property taxes, talent attraction & retention as well as air quality. He stated further that a workforce study is being planned on why people are living in one place, but working in another.

Mr. Hansen
LEW Report

Mayor Frye stated Council will now consider agenda item 23.

Committee Referrals.

None

Mayor Frye stated Council will now consider agenda item 21.

Mrs. Westphal moved, Mr. Hansen seconded to enter into Executive Session for the purpose of discussing personnel matters and pending litigation at 7:49pm; roll call vote being: Stough, Hansen, Richardson, McCann, Murphy, Westphal; (6) yeas; (0) nays. The motion carried.

Entering Executive Session.

Minutes of the Meeting of Council
July 20 2026

Mrs. Westphal moved, Mr. McCann seconded to return from Executive Session to General Session at 8:36pm; roll call vote being: Hansen, Richardson, Westphal, Murphy, McCann, Stough; (6) yeas; (0) nays. The motion carried.

Exiting
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 Sullivan Nicholls as Director of Finance and Treasurer for the City of Sylvania starting on or before August 10, 2026 was distributed to members of Council and Mayor Frye requested confirmation of his appointment. Mrs. Westphal moved; Mr. McCann seconded the appointment of Sullivan Nicholls as Director of Finance and Treasurer for the City of Sylvania; roll call vote being: Westphal, Murphy, McCann, Stough, Hansen, Richardson; (6) yeas; (0) nays. The motion carried.

Sullivan Nicholls
Appointment.

Mayor Frye stated Council will now consider Ordinance No. 112-2026.

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 112-2026, a written copy of same having been previously furnished to each Council member "Amending Section 139.03(e)(3) of the Codified Ordinances of Sylvania, 1979, as amended by decreasing the salary of the Treasurer from \$10,000 annually to \$5,000 annually; and declaring an emergency". Mrs. Westphal moved; Mr. Murphy seconded for the passage of Ordinance No. 112-2026 as an emergency measure; roll call vote being: McCann, Hansen, Westphal, Murphy, Stough, Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No.
112-2026 "...
decreasing the
salary of the
Treasurer..."

Mayor Frye stated Council will now consider Ordinance No. 113-2026.

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 113-2026, a written copy of same having been previously furnished to each Council member "Accepting the proposal of RSC Insurance Brokerage, Inc., a Brown & Brown company, to provide professional insurance brokerage services to the City of Sylvania; authorizing the Mayor and Director of Finance to enter into a client services agreement on behalf of the City of Sylvania with said consultant; and declaring an emergency". Mr. McCann moved; Mrs. Westphal seconded for the passage of Ordinance No. 113-2026 as an emergency measure; roll call vote being: Mr. McCann, Mrs. Westphal, Mr. Murphy, Ms. Stough, Mr. Hansen, Mr. Richardson; (6) yeas; (0) nays. The motion carried.

Ordinance No.
113-2026 "...
Insurance
Brokerage ...
Brown & Brown
Company ..."

Minutes of the Meeting of Council
July 20 2026

Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. Richardson seconded to adjourn at 8:43pm Roll call vote being: Hansen, Richardson, Murphy, Stough, McCann, Westphal; (6) yeas; (0) nays. The motion carried.

Adjournment.

Clerk of Council

Mayor