

Minutes of the Meeting of Council
August 17, 2026

The Council of the City of Sylvania, Ohio met in regular session on August 17, 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 (excused), Shawn Murphy, Patrick Richardson, Lyndsey Stough (excused), Mary Westphal; (5) present; (2) absent.

Roll call:
5 present,
2 absent

Pledge of Allegiance to the United States of America led by a member of a local Scout Troup.

Pledge of
Allegiance.

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

Item # 4a Introduction of the new Director of Finance – Sullivan Nicholls
Item # 18a Scheduling of Utilities & Environmental Committee meeting

Additions to
Agenda.

Mrs. Westphal moved; Mr. Murphy seconded to approve the amended agenda; roll call vote being: Westphal, Haynam, Murphy, Hansen, Richardson; (5) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mrs. Westphal presented the July 20, 2026 regular 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 regular meeting of July 20, 2026 be approved as written; roll call vote being: Westphal, Haynam, Richardson, Hansen, Murphy; (5) yeas; (0) nays. The motion carried.

Approval of
July 20, 2026
Council meeting
minutes.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 114-2026, a written copy of same having been previously furnished to each member of Council “To assess a special tax upon the lots and lands described in the schedule referred to herein to pay a part of the cost and expense of providing for the construction, maintenance, repair, cleaning and enclosing open drainage ditches within the corporate limits of the City of Sylvania for the year ending December 31, 2026; and declaring an emergency”. Mrs. Westphal moved; Mr. Haynam seconded for the passage of Ordinance No. 114-2026 as an emergency measure; roll call vote being: Hansen, Murphy, Richardson, Haynam, Westphal; (5) yeas; (0) nays. The motion carried.

Ordinance No.
114-2026 “...
assess special tax
...drainage
ditches ...”

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 115-2026, a written copy of same having been previously furnished to each member of Council “To assess a special tax upon the lots and lands described in the schedule

Ordinance No.
115-2026 “...
assess special tax

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referred to herein to pay a part of the cost and expense of providing for the removal and special treatment of shade trees for the purpose of controlling blight and disease of same; and for planting, maintaining, trimming and removing shade trees in and along the streets and within public right-of-way of the City for the year ending December 31, 2026; and declaring an emergency”. Mrs. Westphal moved; Mr. Murphy seconded for the passage of Ordinance No. 115-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Westphal, Murphy, Richardson; (5) yeas; (0) nays. The motion carried.

...shade trees...
controlling blight
...”

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

Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 116-2026, a written copy of same having been previously furnished to each member of Council “An Ordinance approving the assessments heretofore authorized by Resolution No. 12-2026 for street lighting; levying said assessments; and declaring an emergency”; Mr. Hansen moved; Mr. Haynam seconded for the passage of Ordinance No. 116-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Richardson, Murphy, Westphal; (5) yeas; (0) nays. The motion carried.

Ordinance No.
116-2026 “...
assessments ...
authorized... for
lighting...”

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

Service Director’s letter requesting permission to file a petition for appropriation was placed on file. Mr. Richardson presented and read aloud by title only, proposed Resolution No. 14-2026, a written copy of same having been previously furnished to each Council member “Declaring it necessary and declaring Council’s intent to appropriate certain property for the Erie and Monroe Roundabout Project from James and Ann Magers, Trustees; authorizing the Mayor to cause written notice to be given; and declaring an emergency”; Mr. Richardson moved; Mr. Haynam seconded for the passage of Resolution No. 14-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Richardson, Murphy, Westphal; (5) yeas; (0) nays. The motion carried.

Resolution No.
14 “...necessary
...to appropriate
certain property
... Erie &
Monroe...”

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

Service Director’s letter recommending acceptance of the proposal was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 117-

Ordinance No.
117-2026 “...
proposal of DGL

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2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of DGL Consulting Engineers, LLC to provide professional engineering services for the Harroun Road/Ravine Drive/Flower Hospital Traffic Signal Coordination Project; appropriating funds therefore in the amount of \$8,700; and declaring an emergency”; Mr. Richardson moved; Mrs. Westphal seconded for the passage of Ordinance No. 117-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Murphy, Richardson, Westphal; (5) yeas; (0) nays). The motion carried.

...Harroun/Ravine/Flower Traffic Signal...”

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

Service Director’s letter recommending acceptance of the proposal was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 118-2026, a written copy of same having been previously furnished to each member of Council, “Accepting the proposal of Fishbeck to provide professional engineering services for the Highland View/San Benito/San Reno Waterline Improvements Project; appropriating funds therefore in the amount of \$78,752; and declaring an emergency”; Mr. Hansen moved; Mr. Haynam seconded for the passage of Ordinance No. 118-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Haynam, Murphy, Richardson; (5) yeas; (0) nays. The motion carried.

Ordinance No. 118-2026 “... proposal of Fishbeck... Highland View/San Benito/San Reno WL Improvements...”

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

Service Director’s letter recommending approval of Change Order No. 1 (Final) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 119-2026, a written copy of same having been previously furnished to each member of Council, “Authorizing the Mayor and Director of Finance to approve Change Order No. 1 (Final) to this City’s agreements with Jennite Company for the 2026 Sidewalk Replacement Program to adjust for a requested additional area of work; increasing the final contract amount by \$3,178.00; and declaring an emergency”; Mr. Richardson moved; Mrs. Westphal seconded for the passage of Ordinance No. 119-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Haynam, Murphy, Westphal; (5) yeas; (0) nays. The motion carried.

Ordinance No. 119-2026 “...CO 1 (Final)... Jennite... 2026 Sidewalk Replacement...”

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

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Service Director's letter recommending approval of the third contract modification was placed on file. Mr. Richardson presented and read aloud by title only, proposed ordinance No. 120-2026, a written copy of same having previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to enter into a third amendment to DGL Consulting Engineers, LLC's proposal for professional engineering services relative to the Downtown Transportation Improvement Project to reflect additional work performed on the project; appropriating funds therefore in an amount not to exceed \$7,950; and declaring an emergency"; Mr. Richardson moved; Mr. Haynam seconded for the passage of Ordinance 120-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Murphy, Richardson, Haynam; (5) yeas; (0) nays. The motion carried.

Ordinance No.
120-2026 "... 3rd
amend... DGL...
DT Improvement
Project..."

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

Mr. Murphy moved; Mrs. Westphal seconded to authorize administration to begin Letters of Interest solicitation for Urban beautification on the US-23/Monroe St. Bridge Project; roll call vote being: Haynam, Hansen, Richardson, Murphy, Westphal; (5) yeas; (0) nays. The motion carried.

LOI request for
US-23/Monroe
St. Bridge

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

Mrs. Westphal moved; Mr. Richardson seconded to approve the disposal of various obsolete equipment items by posting them for sale on GovDeals.com; roll call vote being: Hansen, Haynam, Murphy, Richardson, Westphal; (5) yeas; (0) nays). The motion carried.

Disposal of
obsolete
equipment on
GovDeals.com

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

Mr. Haynam moved; Mrs. Westphal seconded to set a Public Hearing for the 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 on Monday, October 5, 2026 at 6:00 pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Richardson, Haynam, Murphy, Westphal, Hansen; (5) yeas; (0) nays. The

Set Public
Hearing for ZA-
1-2026 on Oct. 5
at 6pm

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motion carried.

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

Mr. Haynam moved; Mrs. Westphal seconded to set a Public Hearing for the Petition for Zoning Amendment Application No. SUP-4-2026, from Matt DeWood for 5890 Monroe Street, Sylvania, Ohio, to change current B-4 zoning to B-4 SUP zoning for a convenience store with auto fueling on Monday, October 5, 2026 at 6:00pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Hansen, Murphy, Richardson, Haynam, Westphal; (5) yeas; (0) nays. The motion carried.

Set Public
Hearing for SUP-
4-2026 on Oct. 5
at 6pm.

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

Mr. Murphy moved; Mrs. Westphal seconded the appointment of Bradley Menard and Wayne Kinsel to the Sylvania Tree Commission; roll call vote being: Richardson, Murphy, Westphal, Haynam, Hansen; (5) yeas; (0) nays. The motion carried.

Appointment of
Bradley Menard
& Wayne Kinsel
to Tree
Commission

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

None

Committee
Reports

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

Mr. Hansen moved; Mrs. Westphal seconded to schedule a Utilities & Environment Committee meeting on Tuesday, September 8 at 5:30pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio to discuss the current waste removal fees; roll call vote being: Richardson, Murphy, Westphal, Hansen, Haynam; (5) yeas; (0) nays. The motion carried.

Set Utilities &
Environment
Committee
meeting for Sept.
8 at 5:30pm

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Mayor Frye stated that all items have been addressed.

Mrs. Westphal moved, Mr. Hansen seconded to adjourn at 7:16pm Roll call vote being: Adjournment
Hansen, Richardson, Murphy, Haynam, Westphal; (5) yeas; (0) nays. The motion
carried.

Clerk of Council

Mayor