

Minutes of the Meeting of Council
September 8, 2026

The Council of the City of Sylvania, Ohio met in regular session on September 8, 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 (excused), 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 Mary Westphal.

Pledge of
Allegiance.

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

Item # 5a Scheduling of a Utilities & Environmental Committee meeting.

Item # 6a Scheduling of a Zoning & Annexation Committee meeting.

Item # 18a Bridge – Traffic update.

Item # 19a Scheduling of a Safety Committee meeting.

Item # 19b Scheduling of an Employee & Community Relations Committee meeting.

Additions to
Agenda.

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

Agenda approval.

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

Mrs. Westphal presented the August 17, 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 August 17, 2026 be approved as written; roll call vote being: Westphal, Haynam, McCann, Stough, Hansen, Murphy; (6) yeas; (0) nays. The motion carried.

Approval of
August 17, 2026
Council meeting
minutes.

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

Mr. Hansen gave a brief report on the Utilities & Environmental Committee meeting regarding the current refuse and recycling revenue. He stated the data presented by the Service Director was from 2025 and that we currently have 6,027 units/households in the City that pay a rate of 163.38 per household per year. Mr. Hansen further stated that there are currently four different rate codes in use: standard monthly rate (pay no city income tax but pay full cost of refuse & recycling services), flat rate (pay partial city income tax and pay a portion of the refuse & recycling service), refuse exempt (pay full city income tax, but pay no cost of refuse & recycling service), and permanently exempt (low income earners <\$43,400, and pay no cost of refuse & recycling service). There are municipalities operating a mix of these different programs, Mr. Hansen explained and that the City is currently basing the fees on the annual income and social security tax from the prior tax year. No decisions were made at this meeting, instead, in order to evaluate the numbers properly, a second meeting will be scheduled to discuss

Report from the
Utilities &
Environment
Committee
meeting

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this topic further.

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

Mr. Hansen moved, Mrs. Westphal seconded to schedule another Utilities & Environment Committee meeting to further discuss the current refuse & recycling rates on September 21, 2026 at 6pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Haynam, Murphy, Westphal, Hansen, McCann, Stough; (6) yeas; (0) nays. The motion carried.

Set Utilities & Environment Meeting for Sept. 21 at 6:00pm.

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

Mrs. Westphal gave a brief report on the public hearing held on this day regarding SUP-3-2026, a petition to change the zoning at 8310 Sylvania-Metamora Road from B-2 to B-2 SUP to allow for a car wash and gas fueling station. Mrs. Westphal stated that the audience filled Council Chambers – nobody spoke in favor of the gas station/car wash but eight audience members/Sylvania residents spoke against it. No decision was made during the public hearing.

Report from the Public Hearing on this day.

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

Mrs. Westphal moved, Mr. Haynam seconded to refer SUP-3-2026 to the Zoning & Annexation Committee for further discussion – a date has not yet been set for this committee meeting; roll call vote being: Haynam, Hansen, Murphy, Westphal, Stough, McCann; (6) yeas; (0) nays. The motion carried.

SUP-3-2026 referral to Zoning & Annexation Committee

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 121-2026, a written copy of same having been previously furnished to each member of Council “Approving the detachment of a parcel of real property within the municipal corporate limits of the City of Sylvania, Ohio; and declaring an emergency”; Mr. Haynam moved; Ms. Stough seconded for the passage of Ordinance No. 121-2026 as an emergency measure; roll call vote being: Haynam, Hansen, McCann, Murphy, Westphal, Stough; (6) yeas; (0) nays. The motion carried.

Ordinance No. 121-2026 “... detachment of a parcel...”

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

Mr. Haynam moved, Ms. Stough seconded to refer Ordinance No. 122-2026 “Amending the Codified Ordinances of Sylvania, 1979, as amended, by creating Chapter 1169-Electric Vehicle (EV) Charging Stations, to regulate the installation and operation of EV charging stations with in the City of Sylvania; and declaring an emergency”, to the Zoning & Annexation Committee for review; roll call vote being: Hansen, Haynam, Murphy, Stough, Westphal, McCann; (6) yeas; (0) nays). The motion carried.

Referral of Ordinance 122-2026 to Zoning & Annexation Committee.

Mr. Haynam moved, Mrs. Westphal seconded to schedule a Zoning & Annexation Committee meeting to discuss proposed Ordinance No. 122-2026 September 21, 2026 at 5:30pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Haynam, Murphy, Westphal, Hansen, McCann, Stough; (6) yeas; (0) nays. The motion carried.

Set Zoning & Annexation Committee meeting for 9/21/2026 at 5:30pm.

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 123-2026, a written copy of same having been previously furnished to each member of Council “Accepting the proposal of Intoximeters, Inc. for the purchase of one Intox DMT Ohio; appropriating funds therefore in the amount not to exceed \$14,994.25; and declaring an emergency”; Mrs. Westphal moved; Mr. Murphy seconded for the passage of Ordinance No. 123-2026 as an emergency measure; roll call vote being: Hansen, Haynam, Murphy, Stough, McCann, Westphal; (6) yeas; (0) nays). The motion carried.

Ordinance No. 123-2026
“...Intoximeters, Inc... purchase ...Intox DMT Ohio...”

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 124-2026, a written copy of same having been previously furnished to each member of Council “Authorizing the Mayor and Director of Finance of the City of Sylvania, Ohio to enter into a Memorandum of Agreement with Clark, Schaefer, Hackett & Co. to perform the audit for the City of Sylvania for the fiscal periods January 1, 2026 through December 31, 2030; ratifying the Mayor and Director of Finance’s approval of said agreement; and declaring an emergency”; Mrs. Westphal moved, Mr. McCann seconded for the passage of Ordinance No. 124-2026 as an emergency measure; roll

Ordinance No. 124-2026
“...MoA with Clark, Schaeffer, Hackett & Co... audit...”

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

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

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 125-2026, a written copy of same having previously been furnished to each member of Council, “Authorizing the Mayor and Director of Finance to enter into an agreement with Corey Wright; and declaring an emergency”; Mr. McCann moved, Mr. Murphy seconded for the passage of Ordinance No. 125-2026 as an emergency measure; roll call vote being: Hansen (yea), Stough (yea), Haynam (nay), McCann (yea), Murphy (yea), Westphal (yea); (5) yeas; (1) nays. The motion carried.

Ordinance No.
125-2026 “...
agreement with
Corey Wright
...”

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

Mrs. Westphal presented and read aloud by title only, proposed Ordinance No. 126-2026, 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 Certificates by the Finance Director and the payment of amounts due for various purchase orders; and declaring an emergency”. Mrs. Westphal moved, Mr. McCann seconded for passage of Ordinance No. 126-2026 as an emergency measure; roll call vote being: McCann, Haynam, Murphy, Westphal, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

Ordinance No.
126-2026 “...
Then & Now
Certificates...”

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

Service Director’s letter recommending approval of Change Order No. 1 was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 127-2026, 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 to this City’s agreement with Bowser Morner to provide supplemental professional geotechnical engineering services for the Sylvania Avenue Pump Station Replacement Project; increasing the contract amount by \$5,516; and declaring an emergency”; Mr. Hansen moved, Ms. Stough seconded for the passage of Ordinance 127-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Murphy, Haynam, Stough, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.
127-2026 “...CO
No. 1... Bowser
Morner...
Sylvania Ave.
Pump Station...”

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

Service Director's letter requesting authorization to submit a grant application was placed on file. Mr. Hansen presented and read aloud by title only, proposed Resolution No. 15-2026, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to file a grant application with the Ohio Public Works Commission for the Sylvania Avenue Sanitary Sewer Pumping Station Replacement Project; and declaring an emergency"; Mr. Hansen moved, Mrs. Westphal seconded for the passage of Resolution 15-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Murphy, Haynam, Stough, McCann; (6) yeas; (0) nays. The motion carried.

Resolution No.
15-2026
"...OPWC grant
application ...
Pumping Station
Replacement..."

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

Service Director's letter requesting authorization to submit a grant application was placed on file. Mr. Murphy presented and read aloud by title only, proposed Resolution No. 16-2026, a written copy of same having been previously furnished to each member of Council, "Authorizing the Mayor and Director of Finance to file a grant application with the Ohio Public Works Commission for the Brint Road and Main Street/Holland-Sylvania Road Roundabout Project; and declaring an emergency"; Mr. Murphy moved, Mr. McCann seconded for the passage of Resolution 16-2026 as an emergency measure; roll call vote being: Stough, Hansen, Westphal, Murphy, Haynam, McCann; (6) yeas; (0) nays. The motion carried.

Resolution No.
16-2026 "...
OPWC grant
application ...
Brint / Main /
Holland-Sylvania
Roundabout ..."

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

Service Director's letter requesting approval of proposals for vegetation removal was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 128-2026, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of T&J Excavating & Tree Clearing, LLC to perform vegetation removal for the Schreiber ditch; appropriating funds therefore in the amount of \$28,850; and declaring an emergency"; Mr. Hansen moved, Mr. Haynam seconded for the passage of Ordinance 128-2026 as an emergency measure; roll call vote being: Hansen, Westphal, Murphy, Haynam, Stough, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.
128-2026 "...
T&J
Excavating...
Schreiber
ditch..."

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Service Director's letter requesting approval of proposals for vegetation removal was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 129-2026, a written copy of same having been previously furnished to each member of Council, "Accepting the proposal of T&J Excavating & Tree Clearing, LLC to perform vegetation removal for the J. Cunningham ditch; appropriating funds therefore in the amount of \$14,200; and declaring an emergency"; Mr. Hansen moved, Mrs. Westphal seconded for the passage of Ordinance 129-2026 as an emergency measure; roll call vote being: Haynam, Westphal, Murphy, Hansen, Stough, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.
129-2026 "...
T&J
Excavating... J.
Cunningham
ditch..."

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

Service Director's letter requesting approval of the purchase agreement and temporary easement was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 130-2026, 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 0.028 acre of real property from Kyle and Angela Kever for the roundabout at the intersection of Erie Street and Monroe Street and resurfacing work on Erie Street and Monroe Street; dedicating the temporary easement and the real property purchased for public purposes; appropriating funds therefore in the amount of \$80,130; and declaring an emergency"; Ms. Stough moved, Mr. Hansen seconded for the passage of Ordinance 130-2026 as an emergency measure; roll call vote being: Stough, Haynam, Westphal, Murphy, Hansen, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No.
130-2026 "...
temporary
construction
easement...
purchase
agreement...
Kever...
Erie/Monroe
St..."

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 131-2026, a written copy of same having been previously furnished to each member of Council "Appropriating the fee simple title to the City of Sylvania in and to certain real estate for construction of a roundabout at the Monroe and Erie Street intersection; appropriating and authorizing the expenditure of \$2,995 for such purpose; and declaring an emergency". Mr. Haynam moved, Mrs. Westphal seconded for passage of Ordinance No. 131-2026 as an emergency measure; roll call vote being: McCann, Haynam, Murphy, Westphal, Hansen, Stough; (6) yeas; (0) nays. The motion carried.

Ordinance No.
131-2026
"Appropriating
the fee simple
title... Monroe &
Erie St.
intersection..."

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

Committee
Reports.

None

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

The Service Director gave a brief update on the traffic situation since the new bridge opened. Since the project is not completely finished yet the traffic is going ok for now. All markings are not completed yet, and additional signage needs to be installed as well as raised pavement markers. Once these tasks are done the traffic situation will be re-evaluated.

Bridge traffic
update.

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

Committee
referrals.

None

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

Mrs. Westphal moved, Ms. Stough seconded to set a Safety Committee meeting to discuss proposed e-bike legislation on Monday, October 19, 2026 at 6:00 pm in City Council Chambers, 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Stough, McCann, Haynam, Murphy, Westphal, Hansen; (6) yeas; (0) nays. The motion carried.

Set Safety
Committee
meeting for Oct.
19 at 6:00pm.

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

Mr. McCann asked to set an Employee & Community Relations Committee meeting to discuss the fees charged by the City for events. Before setting such meeting, Mr. McCann would like to confer with the Director of Finance. The meeting is scheduled to be set during the next Council meeting on September 21, 2026

Employee &
Comm. Relations
Committee
meeting.

Mayor Frye stated that all items have been addressed.

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Mrs. Westphal moved, Mr. McCann seconded to adjourn at 7:58pm Roll call vote being: Hansen, McCann, Stough, Murphy, Haynam, Westphal; (6) yeas; (0) nays. The motion carried.

Adjournment

Clerk of Council

Mayor