

Sylvania City Council

September 8, 2026

5:30 p.m. Utilities & Environment Committee Meeting

(Waste Removal Fees)

6:00 p.m. Public Hearing

(SUP-3-2026 - 8310 Sylvania-Metamora Road, Sylvania, Ohio)

6:30 p.m. Council Meeting

Agenda

1. Roll Call: Mr. Hansen, Mr. Haynam, Mr. McCann, Mr. Murphy, Mr. Richardson, Ms. Stough, Mrs. Westphal
2. Pledge of Allegiance to the United States of America led by Mrs. Westphal.
3. Additions to the agenda.
4. Approval of the Council meeting minutes from August 17, 2026.
5. Report from the Utilities & Environment Committee meeting held on this date.
6. Report from the Public Hearing held on this date.
7. Proposed Ordinance No. 121-2026, Approving the detachment of a parcel of real property within the municipal corporate limits of the City of Sylvania, OH.
8. Proposed 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 within the City of Sylvania. (for referral)
9. Proposed Ordinance No. 123-2026, Accepting the proposal of Intoximeters, Inc. for the purchase of one Intox DMT Ohio in the amount of \$14,994.25.
10. Proposed Ordinance No. 124-2026, Authorizing the Mayor and Director of Finance of the City of Sylvania, OH to enter into a Memorandum of Agreement with Clark, Schaefer, Hackett & Co. to perform the audit of the City of Sylvania for the fiscal periods January 1, 2026 through December 31, 2030 and ratifying the Mayor and Director of Finance's approval of the agreement.
11. Proposed Ordinance No. 125-2026, Authorizing the Mayor and Director of Finance to enter into an agreement with Corey Wright.
12. Proposed Ordinance No. 126-2026, To authorize and ratify the execution of Then and Now Certificated by the Director of Finance and payment of amounts due for various purchase orders.

13. Sylvania Ave. Pump Station Replacement Project – Change Order No. 1
 - a. Service Director’s letter recommending approval of Change Order No. 1
 - b. Proposed Ordinance No. 127-2026, 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 relative to the project.
14. Sylvania Ave. Sanitary Sewer Pumping Station Replacement – OPWC Grant Application
 - a. Service Director’s letter requesting authorization to submit a grant application to OPWC.
 - b. Proposed Resolution No. 15-2026, authorizing the Mayor and Director of Finance to file a OPWC grant application relative to the project.
15. Brint/Main/Holland-Sylvania Roundabout – OPWC Grant Application
 - a. Service Director’s letter requesting authorization to submit a grant application to OPWC.
 - b. Proposed Resolution No. 16-2026, authorizing the Mayor and Director of Finance to file a OPWC grant application relative to the project.
16. Ten Mile Creek-Ottawa River Ditch Petition #1053
 - a. Service Director’s letter requesting approval of proposals for vegetation removal.
 - b. Proposed Ordinance No. 128-2026, Accepting the proposal from T&J Excavating & Tree Removal Clearing, LLC for the Schreiber Ditch relative to the project.
 - c. Proposed Ordinance No. 129-2026, Accepting the proposal from T&J Excavating & Tree Removal Clearing, LLC for the J. Cunningham Ditch relative to the project.
17. Roundabout Erie St. & Monroe St./Resurfacing Work – ROW Acquisition
 - a. Service Director’s letter requesting approval of the purchase agreement & temporary easement (Parcel 15-WD, T).
 - b. Proposed Ordinance No. 130-2026, Accepting a temporary construction easement and authorizing the Mayor and Director of Finance to enter into a purchase agreement for 0.028 acres of real property from Kyle and Angela Keever relative to this project.
 - c. Proposed Ordinance No. 131-2026, Appropriating the fee simple title to the City of Sylvania in and to certain real estate for the construction of a roundabout at the Monroe & Erie St. intersection.
18. Committee reports
19. Committee referrals

INFORMATION

None

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 4a.

Mayor Frye introduces Mr. Sullivan Nicholls, the new Director of Finance, to the Council members.

Introduction of
new Finance
Director.

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 ..."

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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 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.

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

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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. 117-2026, 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.

Ordinance No.
117-2026 "...
proposal of DGL
...Harroun/Ravin
e/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 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 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-

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

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August 17 2026

2026 as an emergency measure; roll call vote being: Hansen, Richardson, Haynam, Murphy, Westphal; (5) 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 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

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

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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 motion carried.

at 6pm

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

ORDINANCE NO. 121-2026**APPROVING THE DETACHMENT OF A PARCEL OF REAL
PROPERTY WITHIN THE MUNICIPAL CORPORATE LIMITS OF THE
CITY OF SYLVANIA, OHIO; AND DECLARING AN EMERGENCY.**

WHEREAS, pursuant to Ohio Revised Code Section 709.38, the Board of Lucas County Commissioners received a Petition for Detachment from the subject property owner, Alina's, LLC; and,

WHEREAS, the subject property is a vacant lot located within the City of Sylvania and is contiguous with Petitioner Alina's, LLC's residential property in the unincorporated portion of Sylvania Township, Lucas County, Ohio; and,

WHEREAS, the petitioner seeks detachment of the property from the City of Sylvania and attachment to Sylvania Township; and,

WHEREAS, pursuant to Ohio Revised Code Section 709.38, approval of the detachment by the Board of Lucas County Commissioners is subject to approval of Sylvania City Council.

BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That Sylvania City Council does hereby approve the detachment of lands identified in the Petition comprising a portion of the territory within the municipal corporate limits of the City of Sylvania, Lucas County, Ohio, further described to-wit:

6 9 11 NE 1/4 S L FULLERS SUB 3 & 47 HUNTINGTON FARMS...WLY 50.22 FT
IN CEN RD BY 349 FT DEE P ON W LINE ANNEXED FROM SYLVANIA TWP
SEE 78-13521

Also known as

Lot Number Three (3) in S.L. Fuller's Subdivision of Lot Number Forty-Seven (47) in Huntington Farms, a Subdivision in Sylvania, Sylvania City, Lucas County, Ohio; subject to easements and restrictions, if any, of record.

SECTION 2. That the Mayor and Director of Finance be, and they hereby are, authorized to execute and deliver needed instruments and take further action as necessary to effectuate the detachment.

SECTION 3. That the Clerk of Council be, and she is hereby, authorized and directed to serve a certified copy of this Ordinance upon the Board of Lucas County Commissioners and the Petitioner, Alina's, LLC and the Lucas County Board of Elections.

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that this Ordinance is required to be immediately effective in order to timely facilitate and finalize the detachment of the subject property and therefore this Ordinance should be effective forthwith. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



Today. Tomorrow. Together.

Board of County Commissioners
Lisa A. Sobecki, *President*
Pete Gerken
Anita Lopez

Clerk of the Board
Jody L. Balogh

August 20, 2026

Sylvania City Council
Attention: Claudia Witkowski, Clerk of Council
6730 Monroe Street
Sylvania, OH 43560

Dear Ms. Witkowski:

The Lucas County Commissioners received a Petition for Detachment from Alina's, LLC. The property is a vacant lot located in the City of Sylvania and is contiguous with the Petitioner's residential property in Sylvania Township, Lucas County, Ohio. The petitioner is seeking detachment of the property from the City of Sylvania and attachment to Sylvania Township.

The Lucas County Commissioners cannot take action until Sylvania City Council consents. Therefore, I am transmitting a copy of the petition to the City of Sylvania for consideration.

Sincerely,

Jody L. Balogh
Clerk of the Board

/jlb

Attachment (1)

CC: Mark Frye, Mayor, City of Sylvania
Leslie Brinning, Law Director, City of Sylvania
John Borell, Lucas County Prosecuting Attorney

Date: August 18, 2026

Resolution No: 2026-578

Title: Accepting the Filing of a Petition for Detachment of Land from the City of Sylvania and Attachment to Sylvania Township, Parcel No. 82-05369

Department/Agency: Administration

Contact: John Borell, Assistant Prosecuting Attorney, Jody L Balogh, Clerk of the Board

Summary/Background: Alina's LLC has filed a Petition for the detachment of land from the City of Sylvania, Ohio, and attachment to Sylvania Township, Ohio—a contiguous township. As required by O.R.C. 709.38, the Petition included a legal description and map of the area to be detached.

The Petitioner is requesting the detachment of Parcel No. 82-05369, 5238 W Alexis Road, Sylvania, Ohio, from the City of Sylvania.

Per Ohio Revised Code Section 709.38, the legislative authority of the municipal corporation must consent to the Petition in an ordinance passed for the purpose.

Budget Impact: Not Applicable

Statutory Authority/ORC: 709.38

Commissioner Lopez offered the following resolution:

WHEREAS, in consideration of the above, NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners, Lucas County, Ohio, that:

Section 1. This Board hereby accepts the filing of the Petition for Detachment by Alina's LLC, Parcel No. 82-05369, 5238 W. Alexis Road, Sylvania, Ohio, from the City of Sylvania and requesting attachment to Sylvania Township.

Section 2. The Clerk is to deliver to City Council in the City of Sylvania, Ohio, a certified copy of this Resolution requesting it to approve or reject the request for detachment.

Section 3. This Board finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in a meeting open to the public in compliance with the law.

Section 4. This resolution shall be in full force and effect from and immediately upon its adoption.

August 18, 2026

**Accepting the Filing of a Petition for Detachment of Land from the City of
Sylvania and Attachment to Sylvania Township, Parcel No. 82-05369**

Page 2

Action Taken:

Commissioner Sobecki voted yes

Commissioner Gerken voted yes

Commissioner Lopez voted yes



Jody L. Balogh, Clerk of the Board

I hereby certify that the foregoing is
a true and exact copy of Resolution
No. 2026-578 duly passed by the
Board of County Commissioners,
Lucas County, Ohio, at its meeting
on August 18, 2026
Clerk of County Commissioners



**PETITION TO DETACH TERRITORY FROM THE CITY OF SYLVANIA, OHIO, AND
ATTACH THE SAME TO SYLVANIA TOWNSHIP PURSUANT TO OHIO REVISED CODE
SECTION 709.38**

TO THE COUNCIL OF THE CITY OF SYLVANIA, OHIO:

The undersigned, Alina's LLC, being the owner of the land hereinafter described, respectfully petitions your Honorable Body to assent to the detachment of the following described territory from the corporate limits of the City of Sylvania, Lucas County, Ohio, and to the attachment of said territory to the contiguous township of Sylvania Township, Lucas County, Ohio, pursuant to Section 709.38 of the Ohio Revised Code.

The territory requested to be detached is currently located within the City of Sylvania, Ohio, and is further identified as:

- **Property Address:** 5238 W. Alexis Road, Sylvania, OH 43560
- **Lucas County Parcel Number:** 82-05369
- **Total Acreage:** 0.4004 acres

An accurate legal description of said territory extracted from the Lucas County AREIS system and prior annexation documentation (Exhibit A) and an accurate plat/parcel map of the territory (Exhibit B) are attached hereto and made a part of this petition.

The undersigned represents that Alina's LLC constitutes 100% of the owners of the real estate in the territory sought to be detached, that there are no other residents or registered voters residing within the boundaries of the land described, and that the parcel is currently vacant land containing no habitable buildings.

The undersigned, Theodor Rais, executes this petition on behalf of Alina's LLC in his authorized corporate capacity pursuant to an executed Corporate Resolution attached hereto as Exhibit C.

WHEREFORE, the Petitioner prays that the Council of the City of Sylvania pass an ordinance assenting to such detachment in accordance with Ohio law.

Dated this 20th day of July, 2026.

Respectfully submitted,

ALINA'S LLC

By:  _____

Theodor Rais

Authorized Member / Signatory for Alina's LLC

Mailing Address: 4346 Weldwood Lane, Sylvania, Ohio 43560

Phone Number: (419) 699-9983

Exhibit A - Legal Description

(6 9 11 NE 1/4 S L FULLERS SUB 3 & 47 HUN TINGTON FARMS...WLY 50.22 FT IN CEN RD
BY 349 FT DEE P ON W LINE ANNEXED FROM SYLVANIA TWP SEE 78-13521)

Also known as

Lot Number Three (3) in S.L. Fuller's Subdivision of Lot Number Forty-Seven (47) in Huntington
Farms, a Subdivision in Sylvania, Sylvania City, Lucas County, Ohio; SUBJECT TO
EASEMENTS AND RESTRICTIONS, IF ANY, OF RECORD.



Exhibit C - Corporate Resolution

CORPORATE RESOLUTION OF ALINA'S, LLC

The undersigned, being all of the Managing Members of Alina's, LLC (the "Company"), hereby adopt the following resolution by unanimous written consent:

RESOLVED, that Theodor Rais, in his capacity as a Managing Member, is hereby authorized, empowered, and directed, on behalf of the Company, to execute, sign, and deliver the petition and any associated documentation required to execute the purpose of this resolution.

FURTHER RESOLVED, that any and all actions heretofore taken by Theodor Rais on behalf of the Company in furtherance of the matters authorized herein are hereby ratified, approved, and confirmed in all respects.

IN WITNESS WHEREOF, the undersigned have executed this Resolution as of this 1st day of July, 2026.

Managing Member Signature:

Signature: 

Printed Name: Theodor Rais

Title: Managing Member

Managing Member Signature:

Signature: 

Printed Name: Alina Rais

Title: Managing Member

AUTHORIZATION OF REPRESENTATION

Date: July 19, 2026

The Clerk of Council
Members of Sylvania City Council
Sylvania City Planning Commission / Law Director
6730 Monroe Street
Sylvania, OH 43560

RE: Detachment Petition for Parcel 82-05369 (5238 W. Alexis Road, Sylvania, OH 43560)

To Whom It May Concern,

Please be advised that **Alina's LLC**, the sole owner of record for Lucas County Parcel Number 82-05369, hereby authorizes **Andrew Michaelis** to act as the official representative for the company regarding the pending Detachment Petition filed under Ohio Revised Code Section 709.38.

Andrew Michaelis resides at the adjacent property, 5252 W. Alexis Road, and is fully informed on the scope, intent, and structural goals of this project.

By this authorization, Mr. Michaelis is granted the authority to:

- Attend all Sylvania City Council, committee, and planning commission meetings.
- Provide public testimony and present details regarding the petition and proposed garage layout.
- Answer questions from Council members, the Law Director, or city administrative staff.
- Receive and transmit official correspondence or requests for additional information on behalf of the property owners.

A copy of the corporate resolution granting me the authority to sign on behalf of Alina's LLC is already on file with the Clerk of Council within the primary petition packet. If you have any questions or require direct verification, please contact me at (419) 699-9983.

Sincerely,

Theodor Rais

Authorized Member / Signatory for Alina's LLC
4346 Weldwood Lane, Sylvania, Ohio 43560
Phone: (419) 699-9983



Theodor Rais
Alina's LLC
4346 Weldwood Lane
Sylvania, Ohio 43560
(419) 699-9983

BOARD OF COMMISSIONERS

JUL 29 '26 AM 9:49:31

RECEIVED-LUCAS COUNTY

July 19, 2026
Claudia Witkowski
~~Sharon Bucher~~, Clerk of Council
City of Sylvania
6730 Monroe Street
Sylvania, OH 43560

RE: Submission of Detachment Petition under ORC 709.38 (Parcel 82-05369)

Witkowski
Dear Ms. ~~Bucher~~ and Members of Sylvania City Council,

Enclosed please find a formal petition requesting the detachment of a single, vacant parcel from the City of Sylvania to allow its attachment to contiguous Sylvania Township, pursuant to Ohio Revised Code Section 709.38.

The petitioner, Alina's LLC, is the sole owner of this vacant lot at 5238 W. Alexis Road (Parcel 82-05369), as well as the directly adjacent residential parcel located immediately to the west at 5252 W. Alexis Road, which sits within Sylvania Township jurisdiction. A formal Corporate Resolution is attached granting me the authority to execute these documents on behalf of the LLC.

Our primary objective is to execute a formal lot combination through the Lucas County Auditor once both parcels share identical legislative boundaries. This combination will eliminate the internal lot line dividing the two properties. This is necessary because we intend to construct a standard residential detached garage to serve the existing home at 5252 W. Alexis Road. The proposed garage is designed to sit directly on top of the current property line that separates these two lots, which requires the line to be legally dissolved.

The parcel requested for detachment is completely vacant, mostly wooded, and contains no structures other than an old, broken concrete pad at the front. This detachment will not create an isolated island of territory, disrupt any municipal utility grids, or cause any negative impact on neighboring properties.

Please note that my son-in-law, **Andrew Michaelis** (phone 419-308-0405, email ajmichaelis21@gmail.com), who resides in the home at 5252 W. Alexis Road with my daughter, will be acting as our primary representative for this project. He will attend the

scheduled council and committee meetings to speak on our behalf, address questions, and coordinate with city staff.

We have attached the signed petition, the AREIS legal description and map records (previously utilized during the initial annexation inquiry), and the authorizing corporate resolution. A digital PDF copy of this complete packet has also been transmitted to your office via email.

Please place this item on the agenda for the next upcoming City Council meeting. Thank you for your time and assistance with this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Theodor Rais', with a stylized, flowing script.

Theodor Rais
Alina's LLC

ORDINANCE NO. 122-2026**AMENDING THE CODIFIED ORDINANCES OF SYLVANIA, 1979, AS AMENDED, BY CREATING CHAPTER 1169 – ELECTRIC VEHICLE CHARGING STATIONS, TO REGULATE THE INSTALLATION AND OPERATION OF ELECTRIC VEHICLE (EV) CHARGING STATIONS WITHIN THE CITY OF SYLVANIA, LUCAS COUNTY, OHIO; AND DECLARING AN EMERGENCY.**

WHEREAS, Sylvania Township adopted a resolution regulating the installation and operation of electric vehicle charging stations in May of 2026 to cover the unincorporated portions of Sylvania Township; and

WHEREAS, in order to ensure uniformity in the installation and operation of electric vehicle charging stations in both the incorporated and unincorporated portions of Sylvania Township, the Sylvania Township Fire Department has requested the City consider enacting legislation to cover the incorporated portions of Sylvania Township; and

WHEREAS, the Director of Public Safety recommends that Sylvania Codified Ordinance Chapter 1169 – Electric Vehicle Charging Stations, be added to Sylvania Codified Ordinances, 1979, as amended and attached as “Exhibit A” to ensure consistent rules on the installation and operation of electric vehicle charging stations in the incorporated and unincorporated portions of Sylvania Township.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That Title Eleven – Planning and Zoning Code, of the Codified Ordinances of Sylvania, 1979, be, and the same hereby is, amended to read as set forth on “Exhibit A.”

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that this ordinance must be immediately effective to provide for the new regulations regarding the installation and operation of electric vehicle charging stations and to make necessary changes to the Codified Ordinances. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

CHAPTER 1169
Electric Vehicle Charging Stations

1169.01	Purpose	1169.06	Location and Design Standards
1169.02	Definitions	1169.07	Enforcement Action
1169.03	Regulations	1169.08	Nuisance Prohibition
1169.04	Applicability	1169.99	Penalty
1169.05	Permit Requirements		

1169.01 PURPOSE.

The purpose of this ordinance is to establish reasonable standards governing the installation, placement, and operation of electric vehicle charging stations within the City of Sylvania in order to protect public health, safety, and welfare.

1169.02 DEFINITIONS.

A. “Bank of electric vehicle charging stations” means a series of electric vehicle charging stations that are in close proximity to one another and that receive electrical current from the same circuit.

B. “Electric vehicle charging station” means battery charging equipment that transfers electrical energy (by conductive or inductive means) to a battery or other energy storage device within the electric vehicle. This term does not include electric vehicle charging equipment installed at or in a private garage unit serving a one-, two-, or three-family dwelling.

1169.03 REGULATIONS

A. Electric vehicle charging stations and systems. Where provided, electric vehicle charging systems shall be installed and maintained in accordance with NFPA 70 and the manufacturer’s specifications and recommendations. Electric vehicle charging system equipment shall be listed and labeled in accordance with UL 2202. Electric vehicle supply equipment shall be listed and labeled in accordance with UL 2594. Accessibility to electric vehicle charging stations shall be provided in accordance with the building code.

B. Location. Electric vehicle charging stations shall not be located in the following areas:

1. Below grade.

2. In any open or enclosed public or private parking garage that does not have an automatic sprinkler system installed throughout in accordance with the fire code and building code.

3. Exceptions

a. An electric vehicle charging station may be located in an open or enclosed public or private parking garage that does not have an automatic sprinkler system if the electric vehicle charging station is installed a perimeter wall and on the lowest level of fire department vehicle access as determined by the local fire code official having jurisdiction.

b. An electric vehicle charging station may be located in an open or enclosed public or private parking garage that does not have an automatic sprinkler system in accordance with and in such a manner to meet applicable accessibility requirements as approved by the building code official.

C. Separation Distances. Unless otherwise required or approved by the local fire code official having jurisdiction, electric vehicle charging stations shall be located as follows:

1. Not less than 40 feet in a horizontal radius from dispensing devices for flammable and combustible liquids;

2. Not less than 30 feet in a horizontal radius from fill connections for underground or above ground storage tanks for flammable and combustible liquids; and

3. Not less than 25 feet from vent piping for underground or above ground storage tanks for flammable or combustible liquids.

D. Impact Protection. All electric vehicle charging stations and any associated emergency shutdown device, if installed, shall be protected in accordance with section 312 of the Ohio Fire Code, and as determined by the local fire code official having jurisdiction.

E. Emergency shutdown and electrical disconnect. All electric vehicle charging stations shall have at least one electrical disconnect switch in a location that the local fire code official having jurisdiction approves and determined to be readily accessible to emergency responders. If required by the fire code official, all electric vehicle charging stations shall also have emergency shutdown devices in a location approved by the fire code official.

1. Location. Electric vehicle charging station electrical disconnect switches may serve more than one electric vehicle charging station but shall be located not less than 20 feet and not more than 100 feet of travel distance from each electric vehicle charging station that is in service.

2. Shut down of all electric vehicle charging stations. The use or activation of any emergency shutdown device or electrical disconnect switch that services an electric vehicle charging station shall de-energize all electric vehicle charging station equipment in the bank of electric vehicle charging stations.

3. Signage. All electric vehicle charging station emergency shutdown devices and electrical disconnect switches shall be provided with signs that, as applicable, state “Emergency Shutdown Device” or “Electrical Disconnect Switch” in block letters on a contrasting background. The location and wording of the signs shall be approved by the local authority having jurisdiction.

a. Existing electric vehicle charging stations. Electric vehicle charging stations in existence on or before the effective date of this ordinance shall have signs approved by the local fire code official having jurisdiction and installed in accordance with this ordinance on or before the ninetieth (90th) day after the effective date of this code.

i. Exceptions. Signs installed at electric vehicle charging stations prior to the effective date of this code containing language that is substantially similar to the above language shall be deemed as compliant with this section, as determined by the fire code official.

4. Resetting. Reactivation of an electric vehicle charging station after the use of an emergency shutdown device or electrical disconnect switch shall require manual intervention from personnel trained in the use of such systems.

F. Emergency procedures and signage. All electric vehicle charging stations shall have a sign posted in a conspicuous location within sight of each electric vehicle charging station as follows:

1. All electric vehicle charging stations that do not have an emergency shutdown device shall have signs that state: “IN CASE OF FIRE OR OTHER EMERGENCY CALL 911”.

2. All electric vehicle charging stations that do not have an emergency shutdown device shall have signs that state: “IN CASE OF FIRE OR OTHER EMERGENCY: 1. USE EMERGENCY SHUTDOWN DEVICE 2. CALL 911”.

G. Existing electric vehicle charging stations. Electric vehicle charging stations in existence on or before the effective date of this ordinance shall have signs installed on or

before the ninetieth (90th) day after the effective date of this code. Exception – signs installed at electric vehicle charging stations prior to the effective date of this ordinance containing language that is substantially similar to the above language shall be deemed as compliant with this section, as determined by the local fire code official having jurisdiction.

1169.04 APPLICABILITY

This ordinance applies to all public EV charging stations installed after the effective date of this ordinance. Private residential EV chargers installed accessory to a single-family dwelling shall be permitted without fire department approval but shall comply with applicable electrical and building codes.

1169.05 PERMIT REQUIREMENTS

No public EV charging station shall be installed without obtaining:

- A. All required permits from the Lucas County Building Department;
- B. Plan review and approval from Sylvania Fire-EMS;
- C. Any required zoning certificates under the City of Sylvania's zoning regulations as set forth in the City's Zoning Code;
- D. Site plan approval as required by the City's Service Department.

All installations shall comply with the Ohio Electrical Code and National Electrical Code as adopted by the State of Ohio.

1169.06 LOCATION AND DESIGN STANDARDS

Public EV charging stations shall:

- A. Shall not obstruct required fire lanes, accessible parking, or emergency access routes;
- B. Be clearly marked and signed;
- C. Include protective bollards or barriers where located in parking areas;
- D. Provide adequate lighting consistent with City of Sylvania's lighting regulations;
- E. Comply with ADA accessibility standards where applicable.

1169.07 ENFORCEMENT ACTION

This ordinance is enforceable by the local fire code official having jurisdiction with Sylvania Fire-EMS.

1169.08 NUISANCE PROHIBITION

An EV charging station that is unsafe, abandoned, or in disrepair shall be declared a public nuisance and subject to enforcement action by the local fire code official having jurisdiction or the City's Director of Public Service or Zoning Administrator.

1169.99 PENALTY

Whoever violates any provision of this Ordinance shall be subject to a penalty of Two Hundred and Fifty (\$250.00) Dollars. Each day that a violation continues shall constitute a separate offense.

(Ord. ____-2026. Passed _____-2026.)

“Exhibit A”

ORDINANCE NO. 123-2026

**ACCEPTING THE PROPOSAL OF INTOXIMETERS, INC. FOR THE
PURCHASE OF ONE INTOX DMT OHIO; APPROPRIATING FUNDS
THEREFORE IN AN AMOUNT NOT TO EXCEED \$14,994.25; AND
DECLARING AN EMERGENCY.**

WHEREAS, City of Sylvania Police Department is in need of a new breath-testing machine; and,

WHEREAS, the Chief of Police has received a proposal from Intoximeters, Inc. for a new Intox DMT Ohio at a total cost of \$14,994.25; and,

WHEREAS, the Chief of Police recommends approval of said proposal.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the proposal of Intoximeters, Inc. in the amount of Fourteen Thousand Nine Hundred Ninety-Four and 25/100 Dollars (\$14,994.25) for the purchase of one Intox DMT Ohio for the City of Sylvania Police Division is hereby approved and accepted.

SECTION 2. That the Chief of Police shall promptly give notice to said company to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said breath-testing machine hereby authorized, there is hereby appropriated from the **DRUG LAW ENFORCEMENT TRUST FUND** from funds therein not heretofore appropriated to **Account No. 225-7126-52239 – Equipment – Police Personnel** the total sum of Fourteen Thousand Nine Hundred Ninety-Four and 25/100 Dollars (\$14,994.25).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare

and for the further reason that the proposal should be accepted immediately to provide for timely purchase of the breath-testing machine and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

ORDINANCE NO. 124-2026

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.

WHEREAS, the Auditor of State determined that an Independent Public Accountant Firm ("IPA") will be engaged to perform the audit of the City of Sylvania for the fiscal periods January 1, 2026 through December 31, 2030; and

WHEREAS, the Auditor of State issued a Request for Proposal on July 23, 2026 for an engagement related to the City of Sylvania, including any components and other requirements stated in the Request for Proposal, pursuant to Sections 117.11 and 117.115 Revised Code, for fiscal periods January 1, 2026 through December 31, 2030; and,

WHEREAS, proposals were received from four different firms and after careful evaluation and scoring, the Auditor of State, in consultation with the City of Sylvania, has selected the firm of Clark, Schaeffer, Hackett & Co. to perform the audit of the City of Sylvania for the fiscal periods January 1, 2026 through December 31, 2030; and,

WHEREAS, the memorandum of agreement between Clark, Schaeffer, Hackett & Co. and the City of Sylvania is attached as "Exhibit A."

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and Director of Finance be, and they hereby are, authorized to enter into, on behalf of this City, a Memorandum of Agreement in the form and

substance of said “Exhibit A” with Clark, Schaeffer, Hackett & Co. and the Mayor and Director of Finance’s signatures to said Memorandum of Agreement are hereby ratified.

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Memorandum of Agreement should be entered into at the earliest possible time. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: _____ Yeas _____ Nays

Passed _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

OHIO AUDITOR OF STATE

KEITH FABER



65 East State Street
Columbus, Ohio 43215
IPACorrespondence@ohioauditor.gov
(800) 282-0370

MEMORANDUM OF AGREEMENT

This agreement is entered into as of the 21st day of August, 2026, by and between Clark, Schaefer, Hackett & Co. an independent public accountant (IPA), **KEITH FABER**, Auditor of State of Ohio (Auditor) and City of Sylvania, Lucas County (Public Office) WITNESSETH:

Whereas, the Auditor of State on July 23, 2026, issued a Request for Proposals for an engagement related to City of Sylvania, including any components and other requirements stated in the Request for Proposal, pursuant to Sections 117.11 and 117.115 Revised Code, for fiscal periods January 1, 2026 through December 31, 2030.

Whereas, IPA responded to the Request for Proposals with a formal proposal wherein they indicated their willingness to perform the engagement related to the Public Office in accordance with the items and conditions set forth in the Request for Proposals; and

Whereas, the Auditor of State, in consultation with the Public Office, has determined the IPA has submitted the proposal most advantageous to the Auditor and Public Office;

NOW, THEREFORE, IPA and Public Office do mutually agree as follows:

1. This Memorandum of Agreement, the Request for Proposals, the Proposal of the IPA and any written documents supplementing, amending, or incorporating the Request for Proposal, the Proposal of the IPA, and the Memorandum of Agreement constitute the integrated written agreement of the parties, to be known as the "Contract";
2. The IPA shall, in consideration of the payments specified in the Proposal, and subject to the requirements of the Contract, perform the specified engagement related to the Public Office;
3. Public Office will provide the IPA with such payments, services, and support as are specified in the Request for Proposals; and
4. The Auditor will provide the IPA with such services and support as are specified in the Request for Proposals; and
5. If applicable, pursuant to the agreement of the parties a subcontractor with respect to the Contract will be as stated below. Further, pursuant to the RFP Terms of Engagement and this Contract, the IPA shall be and remain solely responsible to the Public Office and Auditor for the acts the IPA performs or faults of any subcontractor and of any subcontractor's officers, agents or employees, who are deemed to be agents or employees of the IPA to the extent of the subcontract. Each subcontractor shall jointly and severally agree that neither the Public Office nor the Auditor is obligated to pay or to be liable for the payment of any sums due the subcontractor.

Subcontractor Name _____

Address _____

Number of Hours

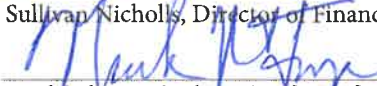
Rate Per Hour

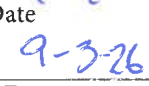
Total Subcontract
\$0.00

IN WITNESS WHEREOF, Auditor, Public Office and IPA have executed this agreement.


Sullivan Nicholls, Director of Finance


Date 9/3/26


Legislative Authority or Designee for
City of Sylvania


Date 9-3-26

Brian Mosier Digitally signed by Brian Mosier
Date: 2026.08.21 15:19:20 -04'00'

Clark, Schaefer, Hackett & Co.

August 21, 2026

Date

APPROVAL:

Compliance, Auditor of State
Office of **KEITH FABER**, Auditor of State of Ohio
In Accordance with Sections 117.11 & 117.115 Revised Code
(Not valid unless approved by AOS Representative)

Date

OHIO AUDITOR OF STATE KEITH FABER



65 East State Street
Columbus, Ohio 43215
IPACorrespondence@ohioauditor.gov
(800) 282-0370

Certification of Compliance with Procurement Requirements

This is to certify that, to the best of my knowledge and belief as the appropriate official of the

City of Sylvania, Lucas County, we have complied with all applicable
federal, state and local procurement requirements in the selection of the firm

Clark, Schaefer, Hackett & Co. to perform the audit of the

City of Sylvania, Lucas County, which is the subject of the
accompanying contract.

Sullivan Nicholls - Director of Finance
City of Sylvania, Lucas County

9/3/24
Date

Please type/print Name and Title:

ORDINANCE NO. 125-2026**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE
TO ENTER INTO AN AGREEMENT WITH COREY WRIGHT; AND
DECLARING AN EMERGENCY.**

WHEREAS, Mr. Wright is a Police Officer in the Sylvania City Police Department and was inadvertently overpaid wages in the total amount of Six Thousand Six Hundred Eight-Nine and 94/100 Dollars (\$6,689.94); and,

WHEREAS, the City and Mr. Wright have negotiated an Agreement for the repayment of the wages; and,

WHEREAS, the Directors of Public Safety and Finance and the Chief of Police have recommended the Agreement, a copy of which is attached hereto as “Exhibit A”, be approved.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and Director of Finance be, and they hereby are authorized to enter into an Agreement, on behalf of the City of Sylvania, with Corey Wright as set forth on the attached “Exhibit A.”

SECTION 2. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the Agreement should be approved at the earliest possible time, and therefore, this Ordinance should be effective immediately. Provided this Ordinance receives

the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

EXHIBIT A

OVERPAYMENT REPAYMENT AGREEMENT

This Overpayment Repayment Agreement ("Agreement") is entered into effective as of _____, 2026, by and between the City of Sylvania, Ohio ("Employer") and Corey Wright ("Employee").

RECITALS:

WHEREAS, Employer inadvertently overpaid Employee wages in the total amount of Six Thousand Six Hundred Eighty-Nine Dollars and Ninety-Four Cents (\$6,689.94); and

WHEREAS, the parties desire to resolve the overpayment in a fair and mutually agreeable manner without requiring direct reimbursement by Employee; and

WHEREAS, Employee acknowledges receipt of the overpayment and voluntarily agrees to the repayment terms set forth herein.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. Employee acknowledges that Employer inadvertently overpaid Employee wages in the amount of \$6,689.94 and agrees that such amount is owed to Employer.

2. Employee is otherwise eligible for step increases on August 1, 2026, and January 1, 2027. Notwithstanding such eligibility, Employee voluntarily agrees to remain at his current step through December 31, 2027.

The parties agree that the value of the deferred step increases during this period equals or exceeds the amount of the overpayment. Accordingly, upon Employee remaining at his current step through December 31, 2027, the overpayment of \$6,689.94 shall be deemed fully repaid and satisfied.

3. Upon Employee's completion of the repayment period described in Section 2, neither party shall have any further obligation regarding the overpayment described in this Agreement.

4. If Employee voluntarily or involuntarily separates from employment with the City before December 31, 2027, the parties agree to meet and determine the unpaid balance, if any, of the overpayment after crediting Employee for the value of the deferred step increases already applied. Any remaining balance shall be repaid in a manner permitted by applicable law and, if applicable, any collective bargaining agreement.

5. Employee acknowledges that he has had the opportunity to ask questions regarding this Agreement; enters into this Agreement knowingly and voluntarily; and no coercion or undue influence has been used to obtain Employee's agreement.

6. This Agreement constitutes the entire agreement between the parties regarding the overpayment described herein and supersedes any prior oral or written understandings concerning the subject matter.

7. This repayment arrangement is a mutually agreed-upon exception to the normal step progression solely for purposes of resolving this specific overpayment, and does not alter the collective bargaining agreement for any other purpose.

8. This Agreement shall be governed by and construed in accordance with the laws of the State of Ohio.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates set forth below.

CITY OF SYLVANIA

By: _____
Mark R. Frye, Mayor

By: _____
Sullivan Nicholls, Director of Finance

Date: _____

EMPLOYEE

I acknowledge the overpayment described above and voluntarily agree to the terms of this Agreement.

Corey Wright
Date: _____

ORDINANCE NO. 126-2026**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.**

WHEREAS, pursuant to Ohio Revised Code Section 5705.41(D)(1), the City may not enter into any contract or give any order involving the expenditure of money unless there is attached thereto a certificate of the City's Finance Director that the amount required to meet the obligation has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances; and,

WHEREAS, Ohio Revised Code Section 5705.41(D)(1) further provides that in such circumstances when no certificate is furnished as required and the expenditure is for \$3,000 or more, the City's Council, may authorize the drawing of a warrant in payment of amounts due upon such contract or order upon certification by the Finance Director that there was at the time of the execution of such certificate a sufficient sum appropriated for the purpose of such contract in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances; and,

WHEREAS, such certificate of the Finance Director is known as a "Then and Now Certificate" meaning that the funds were available when the contract was made and when the amount due under the contract was/is paid; and,

WHEREAS, the City is issuing Then and Now Certificates in connection with payments due and owing as shown on the "Exhibit A" attached; and,

WHEREAS, City Council deems it to be in the best interest of the health, safety, and

welfare of the City to approve the execution by the Finance Director of Then and Now
Certificates and to authorize and ratify the payment of amounts due under the contracts or orders,
requiring the expenditure of \$3,000 or more.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas
County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Council of the City of Sylvania, pursuant to Section
5705.41(D)(1) of the Ohio Revised Code, hereby approves and ratifies the execution of Then and
Now Certificates by the Finance Director authorizes payments due and owing, in accordance
with the schedule attached as "Exhibit A" and incorporated herein.

SECTION 2. It is hereby found and determined that all formal actions of this Council
concerning and relating to the passage of this Ordinance were adopted in an open meeting of this
Council, and that all deliberations of this Council and of any of its committees that resulted in
such formal action, were in meetings open to the public, in compliance with all legal
requirements including Section 121.22 of the Ohio Revised Code.

SECTION 3. That the Clerk of Council is hereby directed to post a copy of this
Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE
III, Section 12, of the Charter of this City.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure
necessary for the immediate preservation of the public peace, health, safety, property and welfare
and for the further reason that proposal for said professional services should be approved
immediately so that the Then and Now Certificates are approved and ratified at the earliest
possible time. Provided this Ordinance receives the affirmative vote of five (5) or more
members elected to Council, it shall take effect and be in force immediately upon its passage and
approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is
approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

“Exhibit A”

CITY OF SYLVANIA	THEN AND NOW CERTIFICATIONS	17-Aug-26	Over \$3K
<u>DATE</u>	<u>VENDOR/DESCRIPTION</u>	<u>AMOUNT</u>	
6/22/2026	Fyr-Fyter/Yearly Fire Extinguisher Maintenance	4,236.72	Multiple invoice/divisions
8/7/2026	OH Dept. of Job & Family Services/Unemployment	5,186.50	
7/29/2026	Lucas County/operation & maintenance charges	434,773.11	
7/29/2026	Lucas County/OWDA loan portion	63,341.86	
7/29/2026	Lucas County/OWDA loan portion	7,153.37	
7/29/2026	Lucas County/OWDA loan portion	93,368.73	
7/29/2026	Lucas County/OPWC loan portion	9,696.00	
7/29/2026	Lucas County/OWDA loan portion	50,576.26	
7/29/2026	Lucas County/OPWC loan portion	28,176.37	
8/19/2026	Heritage Sylvania	49,369.59	
8/19/2026	U.S. Postal Service	10,000.00	
8/19/2026	Toledo Edison	4,174.91	
8/26/2026	Toledo Edison	13,918.38	
		773,971.80	



DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

September 8, 2026

To: The Mayor and Members of Sylvania City Council

Re: **Change Order No. 1 – Geotechnical Engineering Services Proposal (Bowser-Morner)**
Sylvania Avenue Pump Station Replacement Project

Dear Mr. Mayor and Council Members:

At the December 16, 2024 meeting City Council authorized the engineering services contract for Fishbeck for the replacement of the Sylvania Avenue Sanitary Sewer Pumping Station (Ord. 137-2024). The contract award amount was \$194,900. In addition, on March 3, 2025 City Council authorized a geotechnical engineering proposal from Bowser-Morner in the amount of \$8,792 to provide soil boring, excavation, dewatering, foundation recommendations, and a geotechnical report (Ord. 35-2025).

The report concluded a seasonal (March) groundwater elevation of 18 feet below grade. This information was supplied to several contractors to inquire about excavation techniques, earth retention, and dewatering for the proposed 40-foot deep wet well. Results varied amongst contractors and this has led to very conservative cost estimating for this work. In an attempt to further define the groundwater conditions the design team is recommending a second boring be taken that will also include Piezometer testing to better predict lateral groundwater pressures. This second boring would also be seasonally timed with the anticipated construction excavation event (October 2027).

Bowser-Morner has provided a supplemental geotechnical engineering proposal in the amount of \$5,516 to complete the second boring and testing. This fee was not included in the 2026 budget, but the Service Department is recommending an appropriation from the same account used for engineering (702-7540-53501). We recommend approval Change Order No. 1 and the supplemental geotechnical engineering proposal in the amount of \$5,516 with Bowser-Morner. Please call with any questions.

Sincerely,

Joseph E. Shaw, P.E., P.S.
Director of Public Service

ORDINANCE NO. 127-2026**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.**

WHEREAS, Ordinance No. 137-2024, passed December 16, 2024, authorized the Mayor and Director of Finance to enter into an Agreement with Fishbeck to provide professional engineering services for the Sylvania Avenue Pump Station Replacement Project; and,

WHEREAS, Phase 2 in Fishbeck's engineering contract for preliminary design includes coordination work with a geotechnical firm to provide soil boring, excavation, dewatering, and foundation recommendations; and,

WHEREAS, Fishbeck completed their geotechnical engineering proposal review work and recommended that the City accept the proposal of Bowser Morner to provide said services; and,

WHEREAS, Ordinance No. 35-2025, passed March 3, 2025, authorized the Mayor and Director of Finance accept the proposal from Bowser-Morner to provide soil boring, excavation, dewatering, foundation recommendations, and a geotechnical report at a cost of \$8,792; and,

WHEREAS, in an attempt to further define the groundwater conditions the design team is recommending a second boring be taken that will include Piezometer testing to better predict lateral groundwater pressures; and,

WHEREAS, the Service Director, by report dated September 8, 2026 has received a supplemental geotechnical engineering proposal from Bowser-Morner in the amount of \$5,516 to complete the second boring and testing, and the Service Director has recommended approval of

that proposal; and,

WHEREAS, this supplemental work has increased the original contract amount by Five Thousand Five Hundred Sixteen Dollars (\$5,516.00) to Fourteen Thousand Three Hundred Eight Dollars (\$14,308.00).

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the supplemental proposal, Change Order No. 1, of Bowser Morner, increasing the contract amount by Five Thousand Five Hundred Sixteen Dollars (\$5,516.00) to provide professional geotechnical engineering services for the Sylvania Avenue Pump Station Replacement Project is hereby approved and accepted.

SECTION 2. That the Director of Public Service shall promptly give notice to said consultant to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said professional geotechnical engineering services hereby authorized, there is hereby appropriated from the **SEWER FUND** from funds therein not heretofore appropriated to **Account No. 702-7540-53501 – Utility Improvements** an amount not to exceed Five Thousand Five Hundred Sixteen Dollars (\$5,516.00).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the professional geotechnical engineering services should commence at the earliest possible time and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date

CHANGE ORDER NO. 1-Rev.

BETWEEN

CONSULTANT

and

CLIENT

Bowser-Morner, Inc.
P. O. Box 838
Toledo, Ohio 43697-0838
419-691-4800 Phone
419-691-4805 Fax

City of Sylvania
Attention: Eric Barnes, P.E., S.I.
6730 Monroe Street
Sylvania, Ohio 43560
Phone: 419-885-8964
E-mail to ebarnes@cityofsylvania.com
and jkosmowski@fishbeck.com

Date: August 18, 2026

Project Description:

Sylvania Avenue Pump Station Rehabilitation
5693 Sylvania Avenue
Sylvania, Lucas County, Ohio

Requestor: Justen Kosmowski, P.E.

Bowser-Morner's Work Order Number: 20002942

Additional Services and Costs Covered by this Change Order:

As requested by Mr. Justen Kosmowski of Fishbeck on August 12, 2026, Bowser-Morner (BMI) will drill one additional boring to auger-refusal at the project site mentioned above including a Piezometer that will allow a measurement of accumulated groundwater which provide data necessary for prediction of groundwater pressures. All work will be done in accordance with the *Proposal Acceptance Sheet* attached to BMI Quote No. T-25-28312-018-Rev.II, dated February 26, 2025.

Original Contract Amount: \$8,792.00

Amount of This Change Order: \$5,516.00

New Contract Amount: \$14,308.00

Bowser-Morner, Inc.

Approved by Client
(or an Authorized Agent of Client)

Approved by Client
(or an Authorized Agent of Client)

Ahmad K. Rashid

Signature

Signature

Signature

Ahmad K. Rashid, P.E.

Print Name

Print Name

Print Name

August 18, 2026

Date

Date

Date

Please sign and return to Bowser-Morner. Thank you.





DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

September 8, 2026

To: The Mayor and Members of Sylvania City Council

Re: **OPWC Grant Application – Sylvania Avenue Sanitary Sewer Pumping Station Replacement**

Dear Mr. Mayor and Council Members:

The Service Department was authorized to commence engineering design on December 16, 2024 with Fishbeck in the amount of \$194,900 to replace the Sylvania Avenue Sanitary Sewer Pumping Station (Ord. 137-2024). This is the second largest sanitary sewer pumping station in our system and provides service to over 3,500 users in both the City of Sylvania and Lucas County service areas in Sylvania Township. The project has advanced through the 90% submittal and OEPA permitting phases and we are ready to apply for Ohio Public Works Commission (OPWC) grant funding.

A financial summary of the entire project including the OPWC grant request is as follows:

Sylvania Township (4.3%)	\$200,000
City of Sylvania (12.4%)	\$571,074
Lucas County Sanitary Engineer (63.8%)	\$2,945,634
OPWC Grant Application (19.5%)	<u>\$899,500</u>
Total Combined Project Cost	\$4,616,208

After the project has been bid and awarded (2027) the Service Department will return to City Council with a request to finance the project using an Ohio Water Development Authority (OWDA) or Water Pollution Control Loan Fund (WPCLF) loan. Approximately 16% of the loan payment amounts annually will be funded by the City and 84% by the County based on historic sewage flow rates for the station. We recommend this application request for OPWC grant funds in the amount of \$899,500. Please call with any questions.

Sincerely,

Joseph E. Shaw, P.E., P.S.
Director of Public Service

RESOLUTION NO. 15-2026

A RESOLUTION 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.

WHEREAS, Ordinance 137-2024, passed on December 16, 2024 authorized the Service Department to commence engineering design with Fishbeck in the amount of \$194,900 for the Sylvania Avenue Sanitary Sewer Pumping Station Replacement Project; and,

WHEREAS, the Director of Public Service, by report dated September 8, 2026, has requested permission to apply for Ohio Public Works Commission (“OPWC”) grant funding for the Sylvania Avenue Sanitary Sewer Pumping Station Project, since the project has advanced through the 90% submittal and OEPA permitting phases; and,

WHEREAS, the financial summary of the entire project, including the OPWC grant request is as follows:

Sylvania Township (4.3%)	\$ 200,000
City of Sylvania (12.4%)	\$ 571,074
Lucas County Sanitary Engineer (63.8%)	\$2,945,634
OPWC Grant Application (19.5%)	\$ 899,500
Total Combined Project Cost	\$4,616,208

WHEREAS, the Director of Public Service has recommended the City submit an OPWC grant application to assist with \$899,500 or 19.5% of the project, and if successful, the Director of Public Service would also apply for an Ohio Water Development Authority (“OWDA”) or Water Pollution Control Loan Fund (“WPCLF”) loan.

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Sylvania Avenue Sanitary Sewer Pumping Station Replacement Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of this City.

SECTION 5. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately and therefore this Resolution should be made effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas____ Nays ____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

September 8, 2026

To: The Mayor and Members of Sylvania City Council

Re: **OPWC Grant Application – LUC-CR 1572-7.89 (PID 124560)**
(Brint Road & Main Street/Holland-Sylvania Road Roundabout)

Dear Mr. Mayor and Council Members:

In 2025, the Service Department applied for Highway Safety Improvement Program (HSIP) funding to financially assist with planned improvements to install a roundabout at the intersection of Brint Road & Main Street/Holland-Sylvania Road (LUC-CR-1572-7.89, PID 124560). The City was successful with this application and was awarded \$2,294,215.

The project has advanced through Stage 2 design and we are ready to apply for the final piece of grant funding on the project. The Service Department would like to submit a grant application to the Ohio Public Works Commission (OPWC) to help supplement the HSIP funding already secured.

A financial summary of the entire project including the OPWC grant request is as follows:

ODOT HSIP (80.4%)	\$2,294,215
City of Sylvania (10.0%)	\$285,294
OPWC Grant Application (9.6%)	<u>\$273,431</u>
Total Combined Project Cost	\$2,852,940

We recommend proceeding ahead and pursuing the OPWC grant funds in the amount of \$273,431. Please call with any questions.

Sincerely,

Joseph E. Shaw, P.E., P.S.
Director of Public Service

RESOLUTION NO. 16-2026**A RESOLUTION AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO FILE AN OHIO PUBLIC WORKS COMMISSION GRANT APPLICATION FOR THE BRINT ROAD AND MAIN STREET/HOLLAND-SYLVANIA ROAD ROUNDABOUT PROJECT; AND DECLARING AN EMERGENCY.**

WHEREAS, Resolution 6-2025, passed on March 17, 2025, authorized the Mayor and Director of Finance to submit a grant application for funding consideration for the Brint Road/Main Street/Holland-Sylvania Roundabout Project; and,

WHEREAS, the Director of Public Service, by report dated September 15, 2025, reported that the grant application was successful resulting in \$2,294,215 funding of the approximate \$2,852.940 total project cost; and

WHEREAS, the Director of Public Service, by report dated September 8, 2026, has requested permission to apply for Ohio Public Works Commission (“OPWC”) grant funding for the construction of the roundabout at the Brint Road and Main Street/Holland-Sylvania intersection; and,

WHEREAS, the project has advanced through Stage 2 design and the estimated total cost of the Brint Road and Main Street/Holland-Sylvania Road Roundabout Project is \$2,852,940 and the Director of Public Service has recommended the City submit a OPWC grant application to for \$273,431 or 9.6% funding to help supplement the \$2,294,215 or 80.4% funding that has already been secured by a Department of Transportation (“ODOT) Highway Safety Improvement Program (“HSIP”) grant.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the Mayor and Director of Finance of the City of Sylvania are hereby authorized to file an application for OPWC grant funding for the Brint Road and Main Street/Holland-Sylvania Road Roundabout Project.

SECTION 2. That the Mayor and Director of Finance are authorized to enter into any agreements as may be necessary and appropriate for obtaining this financial assistance.

SECTION 3. It is hereby found and determined that for all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 4. That the Clerk of Council is hereby directed to post a copy of this Resolution in the office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12 of the Charter of the City.

SECTION 5. That this Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the City should file its application for the grant immediately and therefore this Resolution should be effective immediately. Provided this Resolution receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed _____, 2026 as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council
APPROVED:

Director of Law

Mayor

Date



DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

September 8, 2026

To: The Mayor and Members of Sylvania City Council

Re: **J. Cunningham & Schreiber Ditches Vegetation Removal – T&J Excavating & Tree Clearing
Ten Mile Creek-Ottawa River Ditch Petition #1053**

Dear Mr. Mayor and Council Members:

J. Cunningham Ditch and Schreiber Ditch are named waterways included the Lucas County Ten Mile Creek/Ottawa River Watershed Petition #1053 as approved by the Lucas County Commissioners.

The Sewers Department has requested outside assistance to perform brush removal, vegetation removal, and decaying or declining tree removal within portions of these waterways. These types of maintenance activities qualify for credit consideration by the County from the City's portion of the annual Ten Mile Creek/Ottawa River Watershed Ditch Petition #1053 assessment.

The J. Cunningham Ditch targeted area is approximately 1,275 feet long and would be from McCord Road to the easterly City limits near Eaglehurst Road. The Schreiber Ditch targeted area is approximately 1,030 feet long and would be from the westerly City limits near Winterhaven Drive to Centennial Road. Proposals were requested from T&J Excavating & Tree Clearing, LLC from Holland, Ohio with experience in this type of work. The proposal for J. Cunningham Ditch was in the amount of \$14,200 and for Schreiber Ditch in the amount of \$28,850.

The Service Department is requesting the authorization for these expenses in 2026 with the goal of capturing the credit in 2027 with the Lucas County Engineer. Expenses associated with this work are requested to come from the 503-7510-51686 ditches and drains assessed account. Please call with any questions.

Sincerely,

Joseph E. Shaw, P.E., P.S.
Director of Public Service

ORDINANCE NO. 128-2026

**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.**

WHEREAS, the Schreiber Ditch is a named waterway included in the Petition for Assessments for improvements to the Ten Mile Creek/Ottawa River Ditch Petition #1053 approved by the Board of Lucas County Commissioners on March 11, 2025; and,

WHEREAS, the Sewer Department has requested outside assistance to perform brush removal, vegetation removal, and decaying and declining tree removal within a portion of this waterway; and,

WHEREAS, the Schreiber Ditch targeted area is approximately 1,030 feet long from the westerly City limits near Winterhaven Drive to Centennial Road; and,

WHEREAS, the Director of Public Service has received a proposal from T&J Excavating & Tree Clearing, LLC for the Schreiber Ditch in the amount of \$28,850; and,

WHEREAS, the Director of Public Service, by report dated September 8, 2026, is requesting authorization for this expense in 2026 with the goal of capturing the credit in 2027 with the Lucas County Engineer.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the proposal of T&J Excavating & Tree Clearing, LLC in the amount of Twenty-Eight Thousand Eight Hundred Fifty Dollars (\$28,850) for the Schreiber Ditch to provide vegetation removal, is hereby accepted.

SECTION 2. That the Director of Public Service shall promptly give notice to said contractor to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said services, there is hereby appropriated from the **SPECIAL ASSESSMENT FUND** from funds therein not heretofore appropriated to **Account No. 503-7510-51686 – Maintenance of Infrastructure** the amount of Twenty-Eight Thousand Eight Hundred Fifty Dollars (\$28,850).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the work should be performed at the earliest possible time and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

8860 Geiser Rd.
Holland, OH 43528

Date	Estimate #
8/6/2026	319

Name / Address
City Of Sylvania Jeff Stasa 6730 Monroe St Sylvania, OH 43560

Project

[illegible]

Customer Signature _____

ORDINANCE NO. 129-2026

ACCEPTING THE PROPOSAL OF T&J EXCAVATING & TREE CLEARING, LLC TO PERFORM VEGETATION REMOVAL FOR THE J. CUNNINGHAM DITCH; APPROPRIATING FUNDS THEREFORE IN THE TOTAL AMOUNT OF \$14,200; AND DECLARING AN EMERGENCY.

WHEREAS, the J. Cunningham Ditch is a named waterway included in the Petition for Assessments for improvements to the Ten Mile Creek/Ottawa River Ditch Petition #1053 approved by the Board of Lucas County Commissioners on March 11, 2025; and,

WHEREAS, the Sewer Department has requested outside assistance to perform brush removal, vegetation removal, and decaying and declining tree removal within a portion of this waterway; and,

WHEREAS, the J. Cunningham Ditch targeted area is approximately 1,275 feet long from McCord Road to the easterly City limits near Eaglehurst Road; and,

WHEREAS, the Director of Public Service has received a proposal from T&J Excavating & Tree Clearing, LLC for the J. Cunningham Ditch in the amount of \$14,200; and

WHEREAS, the Director of Public Service, by report dated September 8, 2026, is requesting authorization for this expense in 2026 with the goal of capturing the credit in 2027 with the Lucas County Engineer.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the proposal of T&J Excavating & Tree Clearing, LLC in the amount of Fourteen Thousand Two Hundred Dollars (\$14,200) for the J. Cunningham Ditch to provide vegetation removal, is hereby accepted.

SECTION 2. That the Director of Public Service shall promptly give notice to said contractor to proceed under the proposal hereby approved and accepted.

SECTION 3. That to provide funds for said services, there is hereby appropriated from the **SPECIAL ASSESSMENT FUND** from funds therein not heretofore appropriated to **Account No. 503-7510-51686 – Maintenance of Infrastructure** the amount of Fourteen

Thousand Two Hundred Dollars (\$14,200).

SECTION 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 5. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 6. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the work should be performed at the earliest possible time and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

Right A Way Tree Clearing, LLC

8860 Geiser Rd.
Holland, OH 43528

Estimate

Date	Estimate #
8/6/2026	320

Name / Address
City Of Sylvania Jeff Stasa 6730 Monroe St Sylvania, OH 43560

Project

Description	Total
Hydro Mulch Ditch and Removal Trees as Walked Cunningham Ditch South School Line Removal All Trees & Shrubs That Fall Within 5" of Top of the Creek to Bottom of the Creek Starting at McCord Going East to The Rear Property Line of 4227 Eaglehurst	14,200.00
It's been a pleasure working with you!	Total \$14,200.00

Customer Signature _____



DEPARTMENT OF PUBLIC SERVICE
JOSEPH E. SHAW, P.E., P.S., DIRECTOR

September 8, 2026

To: The Mayor and Members of Sylvania City Council

Re: **Right-of-Way Acquisition (Parcel 15-WD, T) – LUC-CR 4-7.22 (PID 116993)**

Dear Mr. Mayor and Council Members:

The construction plans for the roundabout at the intersection of Erie Street and Monroe Street and asphalt resurfacing work on Erie Street from Centennial Road to Monroe Street (LUC-CR 4-7.22, PID 116993) has reached the Stage 3 level of plan development. The final right-of-way plans have been submitted and the City was authorized to begin the right-of-way acquisition phase of the project on December 15, 2025. As a reminder, construction is scheduled for 2027.

In order to accommodate the roadway improvements, the Service Department needs to acquire permanent right-of-way and a temporary construction easement from Kyle Keever and Angela Keever (Ownership 15 in the Right-of-Way Plan on file with the Service Department). The permanent right-of-way take is at the northeast corner of the Erie Street and San Reno Drive intersection and includes 0.028 acres of land and a partial driveway removal to the San Reno side of the property. The temporary construction easement is needed for grading purposes and driveway reconstruction work.

The City has reached an agreement with the property owners in consideration of \$80,130 to acquire both the permanent right-of-way and temporary construction easement. Procurement of the right-of-way and easement were known project expenses and were included in the 2026 capital improvement budget (account number 401-7610-53613).

We request approval of the enclosed permanent right-of-way contract for sale with Kyle Keever and Angela Keever in the amount of \$80,130. Please call with any questions.

Sincerely,

Joseph E. Shaw, P.E., P.S.
Director of Public Service

ORDINANCE NO. 130-2026

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 KEEVER 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 \$80,130; AND DECLARING AN EMERGENCY.

WHEREAS, the final right-of-way plans have been submitted and the City was authorized to begin the right-of-way acquisition phase of the project on December 15, 2025; and,

WHEREAS, in order to accommodate the roadway improvements, the City of Sylvania needs to obtain a temporary construction easement and purchase additional real property from Kyle and Angela Kever (Ownership 15 in the right-of-way plan on file with the Service Department); and,

WHEREAS, Kyle and Angela Kever are entitled to receive payment of just compensation representing the fair market value of the temporary easement and real property after an appraisal of those rights and they have executed and delivered a grant of temporary easement and Purchase Agreement to this City for which they will be paid the sum of Eighty Thousand One Hundred Thirty Dollars (\$80,130.00), a copy of which temporary easement and Purchase Agreement are attached hereto as "Exhibit A"; and,

WHEREAS, said grant of temporary easement and Purchase Agreement are presented to this Council for acceptance and for appropriation of funds and authorization of payment thereof to the Grantor.

NOW, THEREFORE BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That the temporary easement and Purchase Agreement as so executed and tendered as described on “Exhibit A” be, and the same hereby are, accepted from Kyle and Angela Keever, the grantors therein.

SECTION 2. That the temporary easement and Purchase Agreement identified and described in said Purchase Agreement and temporary easement as set forth on “Exhibit A” be, and the same hereby are, dedicated for the respective public purposes expressed in said Purchase Agreement and temporary easement.

SECTION 3. That the Director of Law is hereby directed to deliver the recorded deed and temporary easement document to the Director of Finance for retention by her as custodian of the records of this City.

SECTION 4. That, to provide funds for payment to the Grantors of said real property and temporary easement hereby accepted, there are hereby appropriated from the **CAPITAL IMPROVEMENT FUND**, from funds therein not heretofore appropriated, to **Account No. 401-7610-53613 – Erie Street Roundabout & Resurfacing**, the sum of Eighty Thousand One Hundred Thirty Dollars (\$80,130.00).

SECTION 5. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 6. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 7. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that the construction plans for the roundabout at the intersection of Erie Street and Monroe Street and asphalt resurfacing work on Erie Street from Centennial Road to Monroe Street should proceed as soon as possible and accordingly the acquisition of the necessary temporary easement and additional real property should proceed forthwith and therefore this Ordinance should be effective immediately. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

ATTEST:

President of Council
APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

EXHIBIT A

CONTRACT FOR SALE AND PURCHASE OF REAL PROPERTY WITHOUT BUILDING(S)

PARCEL(S): 015-WD, T
LUC-CR 4-7.22

This Agreement is by and between the City of Sylvania ["Purchaser"] and Kyle Keever and Angela Keever, husband and wife ["Seller"; "Seller" includes all of the foregoing named persons or entities]. Purchaser and Seller are referred to collectively in this Agreement as "Parties."

In consideration of the mutual promises, agreements and covenants herein contained the Parties contract as follows:

1. Price and Consideration

Purchaser shall pay to Seller the sum of \$80,130.00, which sum shall constitute the entire amount of compensation due Seller for: (a) the real property to be conveyed, including all fixtures; (b) any and all damages to any residual lands of Seller; (c) Seller's covenants set forth herein; (d) any and all supplemental instruments reasonably necessary to transfer the title of the subject property; and (e) N/A.

Seller shall be exclusively responsible for all delinquent taxes and assessments, including penalties and interest, and for all other real estate taxes and assessments that are a lien as of the date on which this Agreement closes. The taxes and assessments for the current calendar year shall be prorated on an estimated basis to the date of acquisition of title or date of possession, whichever is earlier in time. Seller shall be responsible for any and all future installments of any special assessments levied and assessed against the real property, whether or not any such special assessment has been certified to the county auditor for collection, provided that such installments of special assessments shall be a lien on the subject real property as of the date of transfer of title. Purchaser may withhold in escrow a sufficient amount of the purchase money to satisfy the foregoing items to be paid by Seller; any balance remaining after such taxes, assessments, etc., are discharged shall be paid to Seller and any deficiency shall be the responsibility of Seller.

2. Estate Sold and Deed to Transfer

Seller, upon fulfillment of all the obligations and terms of this Agreement, shall sell and convey to Purchaser, its successors and assigns, the property which is more particularly described in Exhibit A attached hereto and by this reference incorporated herein, together with

all improvements now located thereon and all fixtures of every nature now attached to or used with said land and improvements including, but not limited to, driveways, signs, utility fixtures, shrubbery and trees.

If the rights, titles and estates described in Exhibit A constitute the fee simple in, to and of the real property, then such sale and conveyance by Seller shall be by a good and sufficient general warranty deed with, if applicable, full release of dower. In the event the rights, titles, and estates described in Exhibit A constitute something less than the fee simple of the real property, then such sale and conveyance by Seller shall be by a good and sufficient deed or other instrument regularly and ordinarily used to transfer such lesser rights, titles and estates with, if applicable, full release of dower.

3. Limited Access Parcels - Waiver of Abutters' Rights

If the property described in Exhibit A is designated by Purchaser as a limited access parcel, then Seller further agrees to release to Purchaser, its successors and assigns, any and all abutters' rights, including access rights, appurtenant to any remaining lands of Seller (from which the property described in Exhibit A is being severed) in, over, on, from and to the property described in Exhibit A.

4. Supplemental Instruments

Seller agrees to execute any and all supplemental instruments or documents necessary to vest Purchaser with the rights, titles and interests described in Exhibit A.

5. Warranty of Title

Seller shall, and hereby does, warrant that the property described in Exhibit A is free and clear from all liens and encumbrances whatsoever, except: (a) easements, restrictions, conditions and covenants of record; (b) all legal highways; (c) zoning and building laws, ordinances, rules and regulations; and (d) any and all taxes and assessments not yet due and payable.

6. Elimination of Others' Interests

Seller shall assist, in whatever manner reasonably possible under the circumstances, to procure and deliver to Purchaser releases and cancellations of any and all other rights, titles and interests in the property described in Exhibit A, such as, but not limited to, those belonging to tenants, lessees, mortgagees or others now in possession or otherwise occupying the subject premises, and all assessment claims against said property.

Seller and Purchaser agree that if a mortgagee of Seller or of a predecessor in title fails to cooperate with the efforts to obtain a release of that mortgagee's mortgage lien secured by the property described in Exhibit A, then and in that event this Agreement shall become null and void and the parties to this Agreement shall be discharged and released from any and all obligations created by this Agreement; for the purposes of this provision, the term "fails to cooperate" shall include a demand or request by any such mortgagee for a fee to process such a release of that mortgagee's mortgage lien that Purchaser, in its sole discretion, deems to be excessive.

7. No Change in Character of Property

Seller shall not change the existing character of the land or alter, remove, destroy or change any improvement located on the property described in Exhibit A. If, prior to the date on which possession of the subject property is surrendered to Purchaser, the subject property suffers any damage, change, alteration or destruction then, and without regard to the cause thereof, Seller shall restore the subject property to the condition it was in at the time Seller executed this Agreement; in the alternative, Seller may agree to accept the abovementioned purchase price less the costs associated with such restoration. If the Seller refuses to either restore the premises or accept the decreased consideration as aforementioned, then Purchaser, at its option after discovery or notification of such damage, change, alteration or destruction, may terminate and cancel this Agreement upon written notice to Seller.

8. Offer to Sell

If Seller executes this Agreement prior to Purchaser, then this Agreement shall constitute and be an Offer to Sell by Seller that shall remain open for acceptance by Purchaser for a period of 20 days immediately subsequent to the date on which Seller delivers such executed Agreement to Purchaser. Upon Purchaser's acceptance and execution of this Agreement within said period of 20 days, this Agreement shall constitute and be a valid Contract for Sale and Purchase of Real Property that is binding upon the Parties.

9. Designation of Escrow Agent

Seller agrees that Purchaser may designate an escrow agent to act on behalf of the Parties in connection with the consummation and closing of this Agreement.

10. Closing Date

The consummation and closing of this Agreement shall occur at such time and place as the Parties may agree, but no later than 10 days after Purchaser notifies Seller in writing that

Purchaser is ready to consummate and close this Agreement. Provided, however, in no event shall such consummation and closing occur more than 120 days after the last date on which one of the Parties executes this Agreement.

11. Physical Possession of Structures Occupied by Seller

Seller shall surrender physical possession of the land and improvements to Purchaser not later than the date on which Purchaser tenders the purchase price to Seller.

12. Control of Property Occupied by Seller's Tenant(s)

Control of property occupied by Seller's tenant(s) shall be assumed by Purchaser on the date Purchaser tenders the purchase price to Seller. From that date forward, Purchaser shall be entitled to collect and retain as its own funds any and all rental payments thereafter made by such tenant(s). If any rents due under the lease(s) with Seller have been prepaid by Seller's tenant(s), then said prepaid rents shall be prorated to the date on which the purchase price is tendered by Purchaser, and said prepaid rents shall be paid to Seller and Purchaser in accordance with such proration.

13. Binding Agreement

Any and all of the terms, conditions and provisions of this Agreement shall be binding upon and shall inure to the benefit of Seller and Purchaser and their respective heirs, executors, administrators, successors and assigns.

14. Multiple Originals

This Agreement may be executed in two or more counterparts, each of which will be deemed an original, but all of which together shall constitute but one and the same instrument.

15. Entire Agreement

This instrument contains the entire agreement between the Parties, and it is expressly understood and agreed that no promises, provisions, terms, warranties, conditions or obligations whatsoever, either express or implied, other than herein set forth, shall be binding upon Seller or Purchaser.

16. Amendments and Modifications

No amendment or modification of this Agreement shall be valid or binding upon the Parties unless it is made in writing, cites this Agreement and is signed by Seller and Purchaser.

IN WITNESS WHEREOF, the parties hereto, namely the City of Sylvania and Kyle Keever and Angela Keever, husband and wife, have executed this Agreement on the date(s) indicated immediately below their respective signatures.


By: KYLE KEEVER
Date: 9/1/26


By: ANGELA KEEVER
Date: 9/1/26

City of Sylvania

Mark Frye
Mayor
Date: _____

EXHIBIT A

LPA RX 851 WD

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Ver. Date 9/10/25

PID 116993

**PARCEL 15-WD
LUC-CR 4-7.22
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CITY OF SYLVANIA, LUCAS COUNTY, OHIO**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the State of Ohio, Lucas County, City of Sylvania, being part of Lot 73 of Highland View Park in Plat Volume 45 A-B, Page 3, being out of a 0.471 acre parcel of land conveyed to Kyle Keever and Angela Keever, as of the date this survey was prepared, in Instrument Number 20211216-0065914 of the Lucas County, Ohio Recorder's Office and being on the left side of the centerline of right of way of Erie Street and right side of the centerline of right of way of San Reno Drive as shown on a centerline survey plat made in August of 2025, for the City of Sylvania titled "LUC-CR 4-7.22 – PID 116993" bounded and described as follows:

Commencing, at the intersection of the South line of said Section 4 and the centerline of right of way of Erie Street with the centerline of right of way of Monroe Street, said point being **North 62 Degrees 37 Minutes 44 Seconds West** a distance of **4.14 feet**, from a monument box with brass disc with dimple found (Station 100+00.00 Erie Street and Station 200+00.00 Monroe Street);

Thence Westerly along the South line of said Section 4 and centerline of right of way of Erie Street, **South 86 Degrees 03 Minutes 57 Seconds West** a distance of **65.28 feet**, to a point on the centerline of right of way of San Reno Drive (Station 99+34.72 Erie Street and Station 1+00.00 San Reno Drive);

Thence Northwesterly along said centerline of right of way, **North 21 Degrees 26 Minutes 03 Seconds West** a distance of **65.00 feet**, to a point (Station 1+65.00 San Reno Drive);

Thence Northeasterly along a line perpendicular to said centerline of right of way, **North 68 Degrees 33 Minutes 57 Seconds East** a distance of **25.00 feet**, to an iron pin set at the

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intersection of the Westerly line of said Lot 73 and the Easterly existing right of way line of San Reno Drive with the Northerly proposed right of way line of Erie Street, said point being the *True Point of Beginning* (Station 1+65.00, 25.00 feet right San Reno Drive);

1. Thence Southeasterly along said Northerly proposed right of way line, **South 60 Degrees 22 Minutes 23 Seconds East** a distance of **55.19 feet**, to an iron pin set (Station 99+85.00, 39.00 feet left Erie Street);
2. Thence Easterly along said Northerly proposed right of way line, **South 86 Degrees 37 Minutes 42 Seconds East** a distance of **39.32 feet**, to an iron pin set (Station 100+24.00, 34.00 feet left Erie Street);
3. Thence Northeasterly along said Northerly proposed right of way line, **North 74 Degrees 14 Minutes 35 Seconds East** a distance of **29.28 feet**, to an iron pin set on the line common to said Lot 73 and Lot 72 of said Highland View Park (Station 100+52.66, 40.00 feet left Erie Street);
4. Thence Southerly along the line common to said Lots 73 and 72, **South 02 Degrees 14 Minutes 52 Seconds East** a distance of **10.00 feet**, to a point on the Southerly line of said Lot 73 said Northerly existing right of way line of Erie Street (Station 100+52.37, 30.00 feet left Erie Street);
5. Thence Westerly along the Southerly line of said Lot 73 and said Northerly existing right of way line, **South 86 Degrees 03 Minutes 57 Seconds West** a distance of **78.90 feet** to a point of curvature (Station 99+73.47, 30.00 feet left Erie Street);
6. Thence Northwesterly along the Southerly line of said Lot 73 and said Northerly existing right of way line, on the arc of a curve to the right an arc distance of **37.96 feet** to a point, said curve having a radius of 30.00 feet, a central angle of 72 Degrees 30 Minutes 00 Seconds, and a chord that bears **North 57 Degrees 41 Minutes 03 Seconds West** a distance of **35.48 feet**, to a point on the Westerly line of said Lot 73 and said Easterly existing right of way line of San Reno Drive (Station 99+44.85, 50.98 feet left Erie Street and Station 1+45.57, 25.00 feet right San Reno Drive);
7. Thence Northwesterly along the Westerly line of said Lot 73 and said Easterly existing right of way line, **North 21 Degrees 26 Minutes 03 Seconds West**, a distance of **19.43 feet**, to the *True Point of Beginning*.

Containing in all 0.028 acres gross, of which 0.000 acres is PRO (present roadway occupied), leaving a net take of 0.028 acres, subject to all legal easements and rights of way.

EXHIBIT A

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The above described area is part of currently assigned Lucas County Auditor's Permanent Parcel Number 82-08674.

The bearing in this description are for project use only and are based on grid North of the ODOT Ohio County Coordinate System for Lucas County. For complete Survey Parameters and basis of stationing, see the centerline survey plat for this project on record in the Lucas County Recorder's office and the right of way plans on file at the Ohio Department of Transportation District 2 office in the city of Bowling Green, Ohio.

All references to records are to the Lucas County Recorder's Office located in the City of Toledo, Ohio.

Points referred to as iron pins set are 5/8 inch diameter x 30 inch long re-bars with a 1 inch diameter plastic cap marked "DGL PS #8029".

This description was prepared for the State of Ohio Department of Transportation, and based on a land survey performed between June of 2024 and March of 2025, by DGL Consulting Engineers, by or under the direct supervision of Ronald J. Lumbrezer, Ohio Professional Surveyor #8029 and is based upon "LUC-CR 4-7.22" right of way plans completed in August of 2025 as cited herein.


Ronald J. Lumbrezer, P.S. #8029
DGL Consulting Engineers, LLC
3455 Briarfield Blvd - Suite E
Maumee, Ohio 43537
15-WD


Date:



EXHIBIT A

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Ver. Date 09/10/25

PID 116993

**PARCEL 15-T
LUC-CR 4-7.22
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
REMOVE A DRIVE
FOR 12 MONTHS FROM DATE OF ENTRY BY THE
CITY OF SYLVANIA, LUCAS COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the State of Ohio, Lucas County, City of Sylvania, being part of Lot 73 of Highland View Park in Plat Volume 45 A-B, Page 3, being out of a 0.471 acre parcel of land conveyed to Kyle Keever and Angela Keever, as of the date this survey was prepared, in Instrument Number 20211216-0065914 of the Lucas County, Ohio Recorder's Office and being on the left side of the centerline of right of way of Erie Street and right side of the centerline of right of way of San Reno Drive as shown on a centerline survey plat made in August of 2025, for the City of Sylvania titled "LUC-CR 4-7.22 – PID 116993" bounded and described as follows:

Beginning, at an iron pin set on the Northerly proposed right of way line of Erie Street (Station 101+52.66, 40.00 feet left Erie Street);

1. Thence Southwesterly along said Northerly proposed right of way line, **South 74 Degrees 14 Minutes 35 Seconds West** a distance of **29.28 feet**, to an iron pin set (Station 100+24.00, 34.00 feet left Erie Street);
2. Thence Northwesterly continuing along said Northerly proposed right of way line, **North 86 Degrees 37 Minutes 42 Seconds West** a distance of **39.32 feet**, to an iron pin set (Station 99+85.00, 39.00 feet left Erie Street);
3. Thence continuing Northwesterly along said Northerly proposed right of way line, **North 60 Degrees 22 Minutes 23 Seconds West** a distance of **55.19 feet**, to an iron pin set in the Westerly line of said Lot 73 and the Easterly existing right of way line of said San Reno Drive (Station 1+65.00, 25.00 feet right San Reno Drive);
4. Thence continuing Northwesterly along the Westerly line of said Lot 73 and said Easterly right of way line, **North 21 Degrees 26 Minutes 03 Seconds West** a distance of **20.00 feet**, to a point (Station 1+85.00, 25.00 feet right San Reno Drive);

EXHIBIT A

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5. Thence Easterly along a line, **South 84 Degrees 52 Minutes 09 Seconds East** a distance of **44.72 feet**, to a point (Station 1+65.00, 65.00 feet right San Reno Drive);
6. Thence Southerly along a line, **South 11 Degrees 34 Minutes 06 Seconds West** a distance of **27.54 feet**, to a point (Station 1+41.90, 50.00 feet right San Reno Drive and Station 99+69.80, 55.00 feet left Erie Street);
7. Thence Southeasterly along a line, **South 67 Degrees 31 Minutes 15 Seconds East** a distance of **33.72 feet**, to a point (Station 100+00.00, 40.00 feet left Erie Street);
8. Thence Easterly along a line, **North 80 Degrees 39 Minutes 27 Seconds East** a distance of **53.05 feet**, to an iron pin set on the line common to said Lots 73 and 72 (Station 100+52.81, 45.00 feet left Erie Street);
9. Thence Southerly along the line common to said Lots 73 and 72, **South 02 Degrees 14 Minutes 52 Seconds East** a distance of **5.00 feet**, to the *Point of Beginning*.

Containing in all 0.034 acres gross, of which 0.000 acres is PRO (present roadway occupied), leaving a net take of 0.034 acres, subject to all legal easements and rights of way.

The above described area is part of currently assigned Lucas County Auditor's Permanent Parcel Number 82-08674.

The bearing in this description are for project use only and are based on grid North of the ODOT Ohio County Coordinate System for Lucas County. For complete Survey Parameters and basis of stationing, see the centerline survey plat for this project on record in the Lucas County Recorder's Office and the right of way plans on file at the Ohio Department of Transportation District 2 Office in the City of Bowling Green, Ohio.

All references to records are to the Lucas County Recorder's Office located in the City of Toledo, Ohio.

Points referred to as iron pins set are 5/8 inch diameter x 30 inch long re-bars with a 1 inch diameter plastic cap marked "DGL PS #8029".

EXHIBIT A

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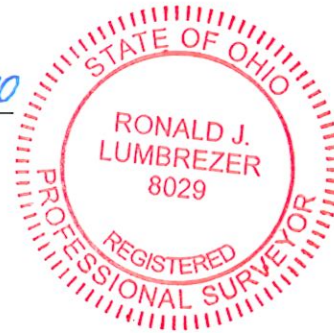
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This description was prepared for the State of Ohio Department of Transportation, and based on a land survey performed between June of 2024 and March of 2025, by DGL Consulting Engineers, by or under the direct supervision of Ronald J. Lumbrezer, Ohio Professional Surveyor #8029 and is based upon "LUC-CR 4-7.22" right of way plans completed in August of 2025 as cited herein.



Ronald J. Lumbrezer, P.S. #8029
DGL Consulting Engineers, LLC
3455 Briarfield Blvd - Suite E
Maumee, Ohio 43537
15-T

2/18/20
Date:



AN ORDINANCE APPROPRIATING THE FEE SIMPLE TITLE TO THE CITY OF SYLVANIA IN AND TO CERTAIN REAL ESTATE FOR THE 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.

WHEREAS, on the 17th day of August, 2026, Council of the City of Sylvania, Ohio, adopted Resolution No. 14-2026, declaring the necessity and intent to appropriate the land hereinafter described, notice of the adoption of such Resolution having been served on the owner of, or person having an interest of record in said premises; and,

WHEREAS, it is immediately necessary to appropriate the fee simple interest in and to the hereinafter described parcel of real estate necessary to be acquired for the construction of a roundabout at the Monroe and Erie intersection which is necessary for the immediate preservation of the public peace, property, health and safety.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Sylvania, Lucas County, Ohio, _____ members elected thereto concurring:

SECTION 1. That a fee simple title, in and to the parcel of real estate described on “Exhibit A” attached hereto, be, and the same hereby is, appropriated for the public purpose for the construction of a roundabout at the Monroe and Erie intersection, pursuant to and in accordance with Resolution No. 14-2026 of the City of Sylvania, the Charter of the City of Sylvania, Ohio, the Constitution of the State of Ohio, and Section 719.01 of the Revised Code of Ohio.

SECTION 2. That the Council of the City of Sylvania, Ohio, hereby fixes the value of said fee simple interest at Two Thousand Nine Hundred Ninety-Five Dollars (\$2,995.00) and establishes said amount as being the total amount to be paid as full and fair compensation for the acquisition of said interest in said property.

SECTION 3. That the amount of Two Thousand Nine Hundred Ninety-Five Dollars (\$2,995.00), being the amount set forth in Section 2, herein, be deposited with the Court of Common Pleas of Lucas County, Ohio, for the use and benefit of the owner of the property appropriated, and upon such deposit with said Court, the City of Sylvania shall take possession of and enter upon such property pursuant to and in accordance with Resolution No. 14-2026, the Charter of the City of Sylvania, Ohio, the Constitution of the State of Ohio, and Sections 719.01 of the Revised Code of Ohio.

SECTION 4. That the Council of the City of Sylvania, Ohio, finds that the appropriation of property made herein is necessary for the said public purposes; that the City has been unable to agree with an owner of the property appropriated herein, and that the City intends to obtain immediate possession of the above-described property, which immediate possession is necessary for said public purposes.

SECTION 5. That James H. Magers and Ann M. Magers, Trustees of their Successors in Trust appear of record to be the owner of the property herein appropriated.

SECTION 6. That the Director of Law be, and she hereby is authorized and directed to file a complaint in a Court of competent jurisdiction, to have a jury impaneled and to make inquiry into and assess the compensation to be paid for the aforesaid.

SECTION 7. That, to provide funds for payment of appraised value, there is hereby appropriated from the **CAPITAL IMPROVEMENT FUND**, from funds therein not heretofore transferred or appropriated, to **Account No. 401-7610-53613 – Erie Street Roundabout & Resurfacing Project**, the sum of Two Thousand Nine Hundred Ninety-Five Dollars (\$2,995.00).

SECTION 8. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

SECTION 9. That the Clerk of Council is hereby directed to post a copy of this Ordinance in the Office of the Clerk of Council in the Municipal Building pursuant to ARTICLE III, Section 12, of the Charter of this City.

SECTION 10. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, property and welfare and for the further reason that it is immediately necessary to appropriate the fee simple title in and to the property described herein. Provided this Ordinance receives the affirmative vote of five (5) or more members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force thirty (30) days after it is approved by the Mayor or as otherwise provided by the Charter.

Vote on passage as an emergency: Yeas _____ Nays _____

Passed, _____, 2026, as an emergency measure.

President of Council

ATTEST:

APPROVED AS TO FORM:

Clerk of Council

Director of Law

APPROVED:

Mayor

Date

EXHIBIT A

LPA RX 851 WD

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Ver. Date 09/10/25

PID 116993

**PARCEL 30-WD
LUC-CR 4-7.22
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CITY OF SYLVANIA, LUCAS COUNTY, OHIO**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the State of Ohio, Lucas County, City of Sylvania, being part of Lot 121 of Sleepy Hollow Plat 3 in Plat Volume 61, Page 75, being out of a 0.278 acre parcel of land conveyed to James H Magers and Ann M Magers, Trustees of their successors in trust under the James H Magers and Ann M Magers Living Revocable Trust dated May 2, 2023, as of the date of this survey was prepared, in Instrument Number 20230519-0015708 of the Lucas County, Ohio Recorder's Office and being on the right side of the centerline of right of way of Monroe Street and left side of the centerline of right of way of Olde Post Road as shown on a centerline survey plat made in August of 2025, for the City of Sylvania titled "LUC-CR 4-7.22 – PID 116993" bounded and described as follows:

Beginning, at a point on the Westerly line of said Lot 121 and the Easterly existing right of way line of Olde Post Road (Station 204+68.31, 67.50 feet right Monroe Street and 16+67.50, 30.00 feet left Olde Post Road) reference a 1/2 inch iron pipe found (Station 204+68.27, 67.38 feet right Monroe Street and 16+67.38, 29.96 feet left Olde Post Road);

1. Thence Northeasterly along the Westerly line of Lot 121 and said Easterly existing right of way line, on the arc of a curve to the right an arc distance of **31.42 feet**, to a point on the Northerly line of said Lot 1 and the Southerly existing right of way line of Monroe Street, said curve having a radius of 20.00 feet, a central angle of 90 Degrees 00 Minutes 00 Seconds and a chord that bears **North 72 Degrees 22 Minutes 16 Seconds East** a distance of **28.28 feet** (Station 204+88.31, 47.50 feet right Monroe Street and Station 16+47.50, 50.00 feet left Olde Post Road);

EXHIBIT A

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2. Thence Southeasterly along the Northerly line of said Lot 121 and said Southerly existing right of way line, **South 62 Degrees 37 Minutes 44 Seconds East** a distance of **6.69 feet**, to an iron pin set on the Southerly proposed right of way line of Monroe Street (Station 204+95.00, 47.50 feet right Monroe Street);
3. Thence Southwesterly along said Southerly proposed right of way line, **South 71 Degrees 30 Minutes 54 Seconds West** a distance of **38.32 feet**, to an iron pin set on the Westerly line of said Lot 121 and the Easterly existing right of way line of Olde Post Road (Station 16+75.00, 30.00 feet left Olde Post Road);
4. Thence Northeasterly along the Westerly line of said Lot 121 and said Easterly existing right of way line, **North 27 Degrees 22 Minutes 16 Seconds East** a distance of **7.50 feet**, to the *Point of Beginning*.

Containing in all 0.006 acres gross, of which 0.000 acres is PRO (present roadway occupied), leaving a net take of 0.006 acres, subject to all legal easements and rights of way.

The above described area is part of currently assigned Lucas County Auditor's Permanent Parcel Number 82-28444.

The bearing in this description are for project use only and are based on grid North of the ODOT Ohio County Coordinate System for Lucas County. For complete Survey Parameters and basis of stationing, see the centerline survey plat for this project on record in the Lucas County Recorder's Office and the right of way plans on file at the Ohio Department of Transportation District 2 Office in the City of Bowling Green, Ohio.

All references to records are to the Lucas County Recorder's Office located in the City of Toledo, Ohio.

Points referred to as iron pins set are 5/8 inch diameter x 30 inch long re-bars with a 1 inch diameter plastic cap marked "DGL PS #8029".

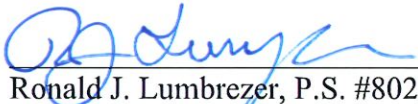
EXHIBIT A

LPA RX 851 WD

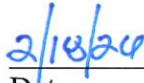
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Rev. 06/09

This description was prepared for the State of Ohio Department of Transportation, and based on a land survey performed between June of 2024 and March of 2025, by DGL Consulting Engineers, by or under the direct supervision of Ronald J. Lumbrezer, Ohio Professional Surveyor #8029 and is based upon "LUC-CR 4-7.22" right of way plans completed in August of 2025 as cited herein.



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