

**Sylvania City Council**

December 21, 2020

**6:30 p.m. Public Hearing – via Zoom  
SUP-1-2020**

**7:30 p.m. Council Meeting – via Zoom  
Agenda**

1. Roll call. Mrs. Cappellini, Mr. Frye, Mr. Haynam, Mr. McCann, Mr. Richardson, Ms. Stough, Mrs. Westphal.
2. Pledge of Allegiance to the United States of America led by Mr. McCann.
3. Additions to the agenda.
4. Approval of the regular council meeting minutes of December 7, 2020.
5. COVID-19 Update.
6. Report of Public Hearing on SUP-1-2020 held at 6:30 p.m.
7. 6302-6342 Brint Road Waterline
  - a. Service Director's report on Change Order No. 1 (Final).
  - b. Proposed Ordinance No. 110-2020, Authorizing to approve Change Order No. 1 (Final) with Provo Construction for the 6302-6342 Brint Road Waterline Project.
8. Dellbrook Dr., Dornell Dr., Hollybrook Ln., & Marshall Road Improvements.
  - a. Service Director's report on Qualifications Based Selection (QBS) Request.
  - b. Authorization to advertise for the QBS solicitation.
9. Sewer Rates.
  - a. Service Director's report on rates.
  - b. Proposed Ordinance No. 111-2020, Amending Chapter 925 of Sylvania Codified Ordinances by Amending Section 925.05- Sewer Charges.
10. Proposed Ordinance No. 112-2020, Authorizing to enter into an Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council for a Contract providing for the Administration of Health and Environmental Affairs in the Regional Combined health District.

11. Adjustments to Account Allocations – Fund Appropriations for Fiscal year ending December 31, 2020.
  - a. Proposed Ordinance No. 113-2020, To Make Certain Adjustments to Account Allocations within the Fund Appropriations for the Fiscal Year ending December 31, 2020.
  - b. Proposed Ordinance No. 114-2020, To Make Certain Adjustments to Account Allocations within the General and Capital Improvement Fund Appropriations for Fiscal Year ending December 31, 2020.
12. Notice of Transfer of D5 (Spirituuous liquor for on premises consumption only, beer, wine and mixed beverages for on premises, or off premises in original sealed containers until 2:30a.m.) and D6 (Sale of intoxicating liquor on Sunday between the hours of 10:00 a.m. and midnight) permit for property located at 7625-7627 Sylvania Avenue, Sylvania, Ohio from Vardean LLC, d/b/a Smokehouse Bistro to MPN Group LLC d/b/a Jeds.
13. Proposed Resolution No. 26-2020, Re-Appointing Stephan Risher to the Zoning Board of Appeals for a term expiring December 31, 2023.
14. Proposed Resolution No. 27-2020, Re-Appointing Danny Royer to the Zoning Board of Appeals for a term expiring December 31, 2023.
15. Proposed Resolution No. 28-2020, Re-Appointing Brian Kezur to the Board of Trustees of Sylvania Area Joint Recreation District for a term expiring December 31, 2023.
16. Proposed Resolution No. 29-2020, Re-Appointing Katie Cappellini to the Board of Trustees of Sylvania Area Joint Recreation District for the full calendar year 2021.
17. Confirmation of Mayor Stough's appointment of Jeff Schaaf to the Sylvania Municipal Planning Commission.
18. Downtown Master Plan Update.
  - a. Set C-O-W meeting for Wednesday, January 6, 2021 at 3:30 p.m.
19. Committee reports.
20. Committee referrals.

### **INFORMATION**

- A. Certificates of Election from the November 3, 2020 General Election.
- B. Certificate of Notice for SUP-1-2020 Zoning Amendment Application.
- C. Board of Architectural Review minutes from December 16, 2020.
- D. Municipal Planning Commission minutes from December 16, 2020.

Minutes of the Meeting of Council  
December 7, 2020

The Council of the City of Sylvania, Ohio met in regular session on December 7, 2020 at 7:30 p.m. with Mayor Stough in the chair. Roll was called with the following members present: Katie Cappellini, Mark Frye, Doug Haynam, Brian McCann, Patrick Richardson, Lyndsey Stough, Mary Westphal; (7) present; (0) absent.

Roll call:  
All present.

Pledge of Allegiance to the United States of America led by Mr. Haynam.

Pledge of  
Allegiance.

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

Mrs. Westphal moved, Mr. Haynam seconded to approve the agenda; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

Agenda approval.

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

Mrs. Westphal presented the November 16, 2020 meeting minutes. Mrs. Westphal moved, Mr. McCann 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 November 16, 2020 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the  
November 16,  
2020 meeting  
minutes.

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

Mayor Stough provided an COVID-19 Update. He stated Sylvania is at the top of the Lucas County Confirmed COVID Case Count. Lucas County Health Commissioner attributed this to the population of the City, the number of nursing homes, and the hockey activities. Mayor stated starting 12/8/20 the city buildings will be locked, but all business can be conducted by appointment. The Court will open next Monday for business.

COVID-19  
Update.

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

Service Director's report on the 15' Waterline Easement Request (6455 Monroe Street – SOMO Flats Lot 1) was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 103-2020, a written copy of same having been previously furnished to each member of Council, "Accepting a Permanent Waterline Easement from the Toledo-Lucas County Port Authority; dedicating the easement for public purposes; and declaring an emergency."; Mr. McCann moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No.  
103-2020,  
"...Permanent  
Waterline  
Easement from  
Port Authority  
...."

Minutes of the Meeting of Council  
December 7, 2020

Mr. McCann moved, Mr. Haynam seconded, that Ordinance No. 103-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam; (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the 20' Sanitary Sewer Easement Request (6455 Monroe Street – SOMO Flats Lot 1) was placed on file. Mrs. Cappellini presented and read aloud by title only, proposed Ordinance No. 104-2020, a written copy of same having been previously furnished to each member of Council, "Accepting a Permanent Sanitary Sewer Easement from the Toledo-Lucas County Port Authority; dedicating the easement for public purposes; and declaring an emergency"; Mrs. Cappellini moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No.  
104-2020,  
"...Permanent  
Sanitary Sewer  
Easement from  
Port  
Authority..."

Mrs. Cappellini moved, Mr. Haynam seconded, that Ordinance No. 104-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the 20' Sanitary Sewer Easement Request (6461 Monroe Street – SOMO Flats Lot 2) was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 105-2020, a written copy of same having been previously furnished to each member of Council, "Accepting a Permanent Sanitary Sewer Easement from the SOMO Retail Holdings, LLC; dedicating the easement for public Purposes; and declaring an emergency"; Mr. Richardson moved, Mr. McCann seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Westphal, Cappellini, Frye, Haynam, McCann, Richardson, Stough, (7) yeas; (0) nays. The motion carried.

Ordinance No.  
105-2020,  
"... Sanitary  
Sewer Easement-  
SOMO Retail  
Holdings.  
LLC..."

Mr. Richardson moved, Mrs. Cappellini seconded, that Ordinance No. 105-2020 be enacted as an emergency measure as declared therein; roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the Large Diameter Sanitary Sewer Lining Project (Phase 1) was placed on file. Mr. McCann moved, Mr. Haynam seconded to authorize the Clerk of Council to advertise for bids for said project. Roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays.

Authorize Clerk to advertise for bids...Large Diameter Sanitary Sewer Lining Project (Phase 1)

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

Service Director's report on the Brint, Centennial, Sylvania-Metamora & King Road Resurfacing Project was placed on file. Mr. Frye presented and read aloud by title only, proposed Resolution No. 25-2020, a written copy of same having been previously furnished to each member of Council, "A Resolution of the Council of the City of Sylvania declaring its intent and reasonable expectation of the City of Sylvania on behalf of the State of Ohio ((the Borrower) to reimburse its Capital Fund for the Brint, Centennial, Sylvania-Metamora & King Road Resurfacing, CL03W with the Proceeds of Tax Exempt Debt of the State of Ohio; and declaring an emergency"; Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Resolution; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Resolution No. 25-2020, "...declaring intent to reimburse it's Capital Fund for Bring, Cent, Syl-Met & King Rd Resurfacing with proceeds of tax-exempt Debt..."

Mr. Frye moved, Mr. Haynam seconded, that Resolution No. 25-2020 be enacted as an emergency measure as declared therein; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

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

Service Director's report on the purchase of two pickup trucks for the Street Department was placed on file. Mr. Frye presented and read aloud by title only, proposed Ordinance No. 107-2020, a written copy of same having been previously furnished to each member of Council, "Repealing Ordinance Nos. 94-2020 and 95-2020; Authorizing the Mayor and Director of Finance to accept the proposal of Yark Automotive Group for the provision of two new 2020 Dodge RAM Pick-up Trucks for the Division of Streets, Department of Public Service; appropriating \$54,265 therefore; and declaring an emergency"; Mr. Frye moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Readings of said Ordinance; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 107-2020, "Repeal Ord # 94-2020 & 95-2020, Authorizing purchase of two 2020 Dodge RAM Pickups for Street Dept..."

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Mr. Frye moved, Mr. Haynam seconded, that Ordinance No. 107-2020 be enacted as an emergency measure as declared therein; roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

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

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 108-2020, a written copy of same having been previously furnished to each member of Council, "Amending Part Seven- Business Regulation Code of the Sylvania Codified Ordinances, 1979, as amended, by adding Chapter 765 – Skill Game Businesses, Adult Arcades, Internet Cafes and Sweepstake Businesses; and declaring an emergency."

Mrs. Westphal moved, Mr. Haynam seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Mr. Haynam moved, Mrs. Westphal seconded, that Ordinance No. 108-2020 be enacted as an emergency measure as declared therein; roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Ordinance No. 108-2020, "Amending Part Seven – Business Regulation Code...Add Chapter 765, Skill Game Businesses, Adult Arcades, Internet Cafes & Sweepstake Businesses..."

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

Mr. Richardson presented and read aloud by title only, the proposed Ordinance No. 109-2020, a written copy of same having been previously furnished to each member of Council, "Making certain position and compensation pay plan changes making certain salary, wage and other service compensation adjustments to the Codified Ordinances of Sylvania, 1979, as amended, and other ordinances; by granting pay increases to the appointed officials whose titles are listing in Section 139.03(e)(3), by granting a two and one-half percent (2.50%) pay increase to all non-union city employees and court employees whose positions are included in the list of occupational titles of Section 139.02(a) of the Codified Ordinance of Sylvania which increase is reflected in the annual wage rate Schedule 4 of Section 139,10(D) of the Sylvania Codified Ordinances; by granting pay increases for some of the employees in the labor and trades supervision group; by amending Section 139.02(a) to change the Class Grade of the "Deputy Bailiff" Position from 9 to 10; and declaring an emergency. ." Mr. Richardson moved, Mrs. Westphal seconded, that Council dispense with the Second and Third Reading of said Ordinance; roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No. 109-2020; "making certain pay plan changes..."

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Mr. Richardson moved, Mr. Haynam seconded, that Ordinance No. 109-2020 be enacted as an emergency measure as declared therein; roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Mayor Stough stated all agenda items have been addressed.

Mrs. Westphal moved, Mr. McCann seconded to adjourn at 8:46 p.m. Roll call vote being; Haynam, Richardson, Stough, Westphal, Cappellini, Frye, McCann; (7) yeas; (0) nays. The motion carried.

Adjournment.

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Clerk of Council

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Mayor

7a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 21, 2020

To: The Mayor and Members of Sylvania City Council

Re: **6302-6342 BRINT ROAD WATERLINE  
CHANGE ORDER NO. 1 (FINAL)**

Dear Mr. Mayor and Council Members:

The installation of the 8" waterline to provide water service to 6302 through 6342 Brint Road was recently completed. The original contract amount with Provo Construction on the project was \$33,158 and received Council approval on October 19, 2020 by Ordinance 89-2020. Now that the project is completed, the final installed quantities have been resolved and a change order is necessary to adjust the final contract price.

There was one work item added to the contract as detailed in the change order. Restoration of curb and pavement was quoted by Provo, but at the time of proposal acceptance it was unclear if this work was going to be performed by the developer out of contract or included with the City contract. The developer elected to include the restoration work in the City contract. The quoted and installed cost of this additional work was \$5,000.

In addition, the final installed quantities resulted in a decrease to the original contract in the amount of \$2,368. As a result, a total change order in the amount of \$2,632 is necessary to increase the final contract amount from \$33,158 to \$35,790.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.  
Director of Public Service

## CITY OF SYLVANIA, OHIO

**CHANGE ORDER**Number 1 (FINAL)Project Ordinance No.: 89-2020Purchase  
Order No.59550Contract: 6302-6342 Brint Road Waterline

Title of Change Order: \_\_\_\_\_

Date: 12/8/2020

Description of Change: Additional Work Items \$5,000.00

Installed Quantity Adjustments (\$2,368.00)

**TOTAL \$2,632.00**

(See Attached)

RECOMMENDED  
FOR APPROVAL BY:
  
 Kevin G. Aller, P.E.  
 Public Service Director


12/8/20  
 Date

Original Contract Amt	\$	33,158	00
Previous Changes (+ or -)	\$	0	00
This Change (+ or --)	\$	2,632	00
Adjusted Contract Amt	\$	35,790	00

REVIEWED BY:

  
 Joseph E. Shaw  
 Engineer
DATE: 12/8/20

SUBMITTED BY:

  
 P. Luo  
 Engineers Signature

Name of Contractor

DATE: 12/8/2020

Contractor's Signature

City of Sylvania, Ohio

The above proposal is hereby approved.

The above proposal is hereby approved.

Craig A. Stough, Mayor

Date

Toby Schroyer, Finance Director

Date

7b

**ORDINANCE NO. 110 -2020**

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO APPROVE CHANGE ORDER NO. 1 (FINAL) TO THIS CITY'S AGREEMENT WITH PROVO CONSTRUCTION FOR THE 6302-6342 BRINT ROAD WATERLINE PROJECT WHICH REFLECTS THE FINAL INSTALLED QUANTITIES OF THE PROJECT; INCREASING THE CONTRACT AMOUNT BY \$2,632; APPROPRIATING FUNDS THEREFORE; AND DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 89-2020, passed October 19, 2020, accepted the proposal of Provo Construction for the installation of an 8" waterline to provide water service to 6302-6342 Brint Road, Sylvania, Ohio, which proposal amount was \$33,158; and,

WHEREAS, the Director of Public Service, by report dated December 21, 2020, has recommended the acceptance of Change Order No. 1(Final) of Provo Construction for said 6302-6342 Brint Road Waterline Project to reflect the final installed quantities including the restoration of curb and pavement at an additional cost of \$5,000, however, the final installed quantities resulted in a decrease to the original contract amount of \$2,368, for a total increase of \$2,632; and,

WHEREAS, the actual work performed resulted in a net increase to the contract in the amount of Two Thousand Six Hundred Thirty-Two Dollars (\$2,632.00), for a total contract amount of \$35,790.

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

SECTION 1. That said change order increasing the contract amount by the sum of Two Thousand Six Hundred Thirty-Two Dollars (\$2,632.00), authorized to be appropriated be, and the same hereby is, approved, and the Mayor and the Director of Finance be, and they hereby are, authorized to sign said change order on behalf of this City, thereby indicating such approval and changing the total contract amount.

SECTION 2. That, to provide funds for said change order for improvements, there is hereby appropriated from the **WATER FUND** from funds therein not heretofore appropriated to **Account No. 701-7525-53501 – Utility Improvements** the sum of Two Thousand Six Hundred

Thirty-Two Dollars (\$2,632.00).

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 adjustments in the contract for said actual work performed and quantities used should be approved 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.

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.

Vote dispensing with the second and third readings:            Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2020, 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

KEVIN G. ALLER, PE DIRECTOR

8

December 21, 2020

To: The Mayor and Members of Sylvania City Council

Re: Dellbrook Drive, Dornell Drive, Hollybrook Lane (N-W-E), and Marshall Road Improvements  
Qualifications Based Selection (QBS) Request

Dear Mr. Mayor and Council Members:

The Service Department would like to initiate surveying and engineering design services on four residential roadways (Dellbrook Drive, Dornell Drive, Hollybrook Lane (North-West-South), and Marshall Road). Each roadway has various infrastructure needs, but all roadways require drainage, waterline, and pavement improvement work.

The Service Department would like to have all four roadways surveyed at one time due to their close proximity to each other. The surveying and engineering for all roadways are planned expenses in the 2021 capital improvement budget, account number 401-7610-53503. The Department plans to bundle the construction plans for Hollybrook Lane and Marshall Road together into one construction project, currently programmed for 2022. Dellbrook Drive and Dornell Drive, currently programmed for construction in 2023, would be bundled together in a second construction project.

In accordance with Ohio Revised Code Section 153.65-153.71, the Service Department can direct select a consultant if the estimated value of the contract is under \$50,000. However, if the estimated value of the contract is over \$50,000 a Qualifications-Based Section (QBS) process must be used. City staff members will review each consultant's statement of qualifications and select the most qualified consultant. Once the consultant is selected the Service Department will enter into scope and fee negotiations with the goal of having a consultant ready to initiate work by February 2021.

We would request authorization to advertise for the QBS solicitation.

Sincerely,

Kevin G. Aller  
Director of Public Service

9a



DEPARTMENT OF PUBLIC SERVICE

KEVIN G. ALLER, PE DIRECTOR

December 16, 2020

To: The Mayor and Members of Sylvania City Council

Re: **Sewer Rates**

Dear Mr. Mayor and Council Members:

The Lucas County Wastewater Resource Recovery Facility (LCWRRF) and the trunk sewer will have undergone \$20 million in improvements between 2018 and 2022. We have already begun paying debt service on some of those improvements and upcoming projects will increase those debt payments.

The County recently discovered that debt distribution for contract communities on some of the recent improvements were in error. The error occurred in the billings over one to two years depending on the project timing. Unfortunately, correcting the errors will increase our annual debt obligation in the amount of approximately \$155,000 in 2021 and ultimately \$20,000 per year. Accordingly, we would recommend an increase in our sewer rates to properly address our increased debt obligations.

It is our recommendation that we increase our sewer rates by 31 cents per 1,000 gallons:

From: \$3.89 per 1,000 gallons  
To: \$4.20 per 1,000 gallons

The components of this new rate are as follows:

LCWRRF Operations:	\$0.30
LCWRRF Debt:	\$1.66
Sylvania Operations/CIP:	\$2.24
	\$4.20

This rate increase will increase the sewer bill for the average household by approximately \$1.70. We request approval of the proposed rate adjustment at your earliest convenience.

Please call if you have any questions.

Sincerely,

Kevin G. Aller, P.E.  
Director of Public Service  
KGA/dsw

**ORDINANCE NO. 111 -2020**

**AMENDING CHAPTER 925 OF THE SYLVANIA CODIFIED  
ORDINANCES BY AMENDING SECTION 925.05 - SEWER CHARGES  
LEVIED TO INCREASE THE SEWER CHARGES FOR BOTH  
INDUSTRIAL AND NON-INDUSTRIAL CITY AND NON-CITY USERS;  
AND DECLARING AN EMERGENCY.**

WHEREAS, from 2018 through 2022, nearly \$20 million in improvements have been or will be made to the Lucas County Wastewater Resource Recovery Facility and the trunk sewer; and,

WHEREAS, the City has begun making debt service payments on some of those improvements and future projects will increase those debt payments; and,

WHEREAS, the County recently discovered that debt distribution for contract communities on some of the recent improvements had not been calculated correctly; and,

WHEREAS, as a result of this error, the City's annual debt obligation will increase approximately \$155,000 in 2021 and \$20,000 per year thereafter; and,

WHEREAS, the Director of Public Service, by report dated December 16, 2020 reported that in order to meet the increased debt obligations, the sewer rates will need to be increased; and,

WHEREAS, the Director of Public Service has recommended that the rate be increased from \$3.89 per 1,000 gallons to \$4.20 per 1,000 gallons for City users which will increase the sewer bill for the average household by approximately \$1.70 per month.

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

SECTION 1. That Section 925.05, Sewer Charges Levied, 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 sewer rate 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 dispensing with the second and third readings: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2020, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Director of Law

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

## SEWER CHARGES LEVIED.

\*

\*

\*

(a) Industrial Users. User and capital charges for wastewater treatment service shall be paid by each industrial user connected to the system and shall be computed in accordance with the quantity of water discharged to the system as measured by the City water meter installed thereon or by a sewage meter installed on the discharge pipe therefrom. Charges shall be paid monthly and/or quarterly as follows:

	<u>Capital Charge</u>	<u>User Charge</u>	<u>Total</u>
City Users	\$1.88/1000 gallons	\$2.32/1000 gallons	\$4.20/1000 gallons
Non-City User	\$2.15/1000 gallons	\$3.10/1000 gallons	\$5.25/1000 gallons
Out-of-State User	\$2.88/1000 gallons	\$4.12/1000 gallons	\$7.00/1000 gallons

(a) Nonindustrial Users. User and capital charges for wastewater treatment services shall be paid by each nonindustrial user connected to the system and shall be computed in accordance with the quantity of water used on such premises as measured by the City water meter installed thereon, or if there is no such water meter, then as estimated by the City. Charges shall be paid monthly and/or quarterly as follows:

	<u>Capital Charge</u>	<u>User Charge</u>	<u>Total</u>
City User	\$1.88/1000 gallons	\$2.32/1000 gallons	\$4.20/1000 gallons
Non-City User	\$2.15/1000 gallons	\$3.10/1000 gallons	\$5.25/1000 gallons
Out-of-State User	\$2.88/1000 gallons	\$4.12/1000 gallons	\$7.00/1000 gallons

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(Ord. \_\_\_\_-2020. Passed \_\_\_\_-2020.)

“Exhibit A”

**ORDINANCE NO. 112 -2020**

**AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE  
TO ENTER INTO AN AMENDED AGREEMENT WITH THE  
CHAIRMAN OF THE LUCAS COUNTY GENERAL HEALTH DISTRICT  
ADVISORY COUNCIL FOR A CONTRACT PROVIDING FOR THE  
ADMINISTRATION OF HEALTH AND ENVIRONMENTAL AFFAIRS  
IN THE REGIONAL COMBINED HEALTH DISTRICT; AND  
DECLARING AN EMERGENCY.**

WHEREAS, Ordinance No. 116-99, passed by Sylvania City Council on October 18, 1999, authorized the Mayor and Director of Finance to enter into an Agreement with the Chairman of the Lucas County General Health District Advisory Council establishing a regional combined health district; and,

WHEREAS, Ordinance No. 2-2005, passed by Sylvania City Council on January 3, 2005, authorized the Mayor and Director of Finance to enter into a Second Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which contained no substantive changes to the Agreement only an extension of the term of the Agreement; and,

WHEREAS, Ordinance No. 102-2009, passed October 5, 2009, authorized the Mayor and Director of Finance to enter into a Third Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the administration of health and environmental affairs in the regional combined health district; and,

WHEREAS, Ordinance No. 9-2020, passed February 18, 2020, authorized the Mayor and Director of Finance to enter into an Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council for a contract providing for the Administration of Health and Environmental Affairs in the Regional Combined Health District; and,

WHEREAS, the Agreement provides that the governing body of said health district shall

be the Regional Combined Health District Board which will be comprised of thirteen members with one member from the City of Sylvania being appointed to represent the City; that the agreement may be terminated by either party on one year written notice; the regional combined health district board shall establish and approve a regional health district budget for which the City of Sylvania will provide 3.35% (increased from 3% to 3.35% in 2009) of the total intergovernmental revenue no later than March 31 of each year; and the regional health district board shall provide a written detailed account of all actions, efforts and progress of the regional combined health district every forty-five days commencing from the effective date of the Agreement and continuing thereafter throughout the term of the Agreement; and,

WHEREAS, the City has received a proposed Amended Agreement in which there are no substantive changes made to the proposed Amended Agreement, the only change being to provide for a one-year extension of the Agreement for the term January 1, 2021 through December 31, 2021 to allow the parties to review and make any necessary changes for the ongoing merger period.

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, on behalf of the City of Sylvania, Ohio, to enter into an Amended Agreement with the Chairman of the Lucas County General Health District Advisory Council, which Agreement is attached hereto as "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 Amended Agreement should be entered into as soon as possible in order to maintain the administration of health and environmental services in the City of Sylvania. 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 dispensing with the second and third readings:          Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2020, as an emergency measure.

ATTEST:

\_\_\_\_\_  
President of Council  
APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk of Council  
APPROVED:

\_\_\_\_\_  
Director of Law

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date



AMENDED AGREEMENT  
FOR THE ESTABLISHMENT OF A REGIONAL COMBINED HEALTH  
DISTRICT FOR THE ADMINISTRATION OF HEALTH AND  
ENVIROMENTAL SERVICES WITHIN THE GEOGRAPHICAL  
JURISDICTION OF LUCAS COUNTY, OHIO

WHEREAS, Ohio Revised Code Section 3709.01 provides that each city within the State of Ohio constitutes a health district known as a “city health district” and the townships and villages within each county are combined into a health district known as a “general health district”; and

WHEREAS, Ohio Revised Code Section 3709.07 authorizes one or more city health districts to unite with the general health district in the formation of a single district; and

WHEREAS, by agreement effective November 2, 1999, (hereinafter the “Agreement”) the District Advisory Council for the Lucas County General Health District, the Board of Commissioners, Lucas County, Ohio , and the cities of Toledo, Maumee, Sylvania and Oregon established a regional combined health district known as the Toledo-Lucas County Health Department; and

WHEREAS, the agreement has been amended from time-to-time for purposes of adding an additional board member and extending the term of the agreement; and

WHEREAS, the City of Waterville, Ohio entered into an agreement effective March 1, 2012, for the Waterville City Health District to unite with the

Lucas County General Health District as party to the regional combined health district under the terms and conditions of the Agreement and the amendments thereto;

WHEREAS, the term of the agreement is scheduled to expire on January 1, 2021, unless otherwise modified in writing by mutual agreement of the parties;

NOW, THEREFORE, the parties hereto mutually agree to amend the term and certain provisions of the Agreement as follows:

**1. EFFECTIVE DATE**

This agreement shall be effective on January 1, 2021, and shall remain effective through December 31, 2021, unless otherwise modified in writing by mutual agreement of the parties.

The regional combined health district shall be fully operational and assume full administration of health and environmental affairs within the Lucas County General Health District and the Health Districts of the Cities of Toledo, Maumee, Oregon, Sylvania, and Waterville subject to the terms and conditions set forth herein, unless said date is modified in writing by mutual agreement of the parties.

**2. DISTRICT ADVISORY COUNCIL OF THE REGIONAL COMBINED HEALTH DISTRICT**

Pursuant to Ohio Revised Code Section 3709.07, the District Advisory Council of the regional combined health district shall consist of the members of the District Advisory Council for the Lucas County General Health District and the Mayors of

the Cities of Toledo, Maumee, Oregon, Sylvania, and Waterville, Ohio, and shall have all powers and duties as provided by Ohio Revised Code Section 3709.03.

### 3. DISTRICT ADVISORY COUNCIL OF THE LUCAS COUNTY GENERAL HEALTH DISTRICT

Nothing in this agreement shall be construed to change the composition of the District Advisory Council of the Lucas County General Health District as constituted from time to time by the general laws of the State of Ohio.

Specifically, the parties hereto acknowledge and agree that during the term herein, and as a party to this agreement, the District Advisory Council for the Lucas County General Health District shall remain a separate and distinct entity from that of the District Advisory Council for the regional combined health district. As such separate and distinct entity, the District Advisory Council for the Lucas County General Health District shall be comprised solely of the president of the board of Lucas county commissioners, the chief executive of each village, and the president of the board of township trustees in accordance with Ohio Revised Code Section 3709.03, as such law may be amended from time to time, and shall have the exclusive authority to appoint members of the regional combined board of health as provided herein.

#### 4. CREATION OF THE REGIONAL COMBINED HEALTH DISTRICT BOARD

The regional combined health district board is hereby and herewith created to organize and administer the regional combined health district, as well as, to enforce the health and environmental rules and regulations adopted, applicable and effective within its jurisdiction and geographic boundaries.

#### 5. APPOINTMENT/TERM OF OFFICE OF MEMBERS OF THE REGIONAL COMBINED HEALTH DISTRICT BOARD

The regional combined health district board shall consist of thirteen (13) members who shall serve without pay except that which is provided by the general laws of the State of Ohio as they now or hereafter may exist, to be appointed as follows: four (4) members to be appointed by the District Advisory Council of the members of the Lucas County General Health District to represent the territory of Lucas County outside of the Cities of Toledo, Maumee, Oregon, Sylvania, and Waterville as the same shall from time to time, exist; four (4) members to be appointed by the Mayor of the City of Toledo with the approval of Council to represent the incorporated area of the City of Toledo as the same shall, from time to time, exist; one (1) member to be appointed by the Mayor of the City of Maumee with the approval of Council to represent the incorporated area of the City of Maumee as the same shall, from time to time, exist; one (1) member to be appointed by the Mayor of the City of Oregon with the approval of the Council to represent the

incorporated area of the City of Oregon as the same shall, from time to time, exist; one (1) member to be appointed by the Mayor of the City of Sylvania with the approval of Council to represent the incorporated area of the City of Sylvania as the same shall, from time to time, exist; one (1) member to be appointed by the Mayor of the City of Waterville with the approval of Council to represent the incorporated area of the City of Waterville as the same shall, from time to time, exist. At least one (1) member of the regional combined health district board shall be a qualified physician. Members of the regional combined health district board shall be residents of the area which they represent.

The appointment date and term expiration of the current four (4) members appointed by The Mayor of the City of Toledo is as follows:

Member 1: October 26, 2017 to July 2021

Member 2: September 27, 2012 to July 2020

Member 3: November 16, 2017 to July 2022

Member 4: September 26, 2019 to July 2023

The appointment date and term expiration of the current members appointed by the District Advisory Council is as follows:

Member 1: October 26, 2017 to March 2020

Member 2: August 24, 2017 to March 2021

Member 3: March 13, 2019 to March 2023

Member 4: March 14, 2019 to March 2023

The appointment date and term expiration of the current member appointed by the Mayor of the City of Maumee is July 26, 2018 to July 2022.

The appointment date and term expiration of the current member appointed by the Mayor of the City of Maumee is July 26, 2018 to July 2022.

The appointment date and term expiration of the current member appointed by the Mayor of the City of Sylvania is October 22, 2020 to July 2024.

The appointment date and term expiration of the current member appointed by the Mayor of the City of Waterville is July 28, 2016 to July 2023.

As the term of each member of the regional combined health district board expires the appointing authority shall fill the vacancy created thereby for a four (4) year term. In the event a vacancy is created by death or resignation of a member, or by significant nonattendance by a member as determined by the original appointing authority for such member, the vacancy shall be filled by the original appointing authority for the unexpired term of such member.

**6. COMPENSATION FOR THE MEMBERS OF THE REGIONAL  
COMBINED BOARD OF HEALTH**

Members of the regional combined board of health shall be compensated for attendance at meetings and/or reimbursed for expenses in accordance with Ohio Revised Code Section 3709.02 as such law may be amended from time to time.

## 7. ORGANIZATION AND ADMINISTRATION OF THE REGIONAL COMBINED HEALTH DISTRICT

The organization of the regional combined health district shall be the responsibility of the regional combined health district board created, established and appointed in accordance with Sections 4 and 5 of this agreement, the regional combined health district board shall also be responsible for administering the health and environmental affairs within the Lucas County General Health District, the City of Toledo Health District, the City of Maumee Health District, the City of Oregon Health District, the City of Sylvania Health District, and the City of Waterville Health District as provided by the laws of the State of Ohio. The regional combined health district board may adopt rules and regulations for the purpose of administering such health and environmental affairs as authorized by law. The rules and regulations adopted or enacted by the regional combined health district board shall be enforceable throughout its geographical jurisdiction as applicable.

The regional combined health district board shall appoint a Health Commissioner who shall be the Chief Administrative Officer of the regional combined health district. The Health Commissioner shall be responsible for the organization and administration of the regional combined health district subject to the approval of, pursuant to the directives of and consistent with the rules and regulations adopted or enacted by the regional combined health district board.

The regional combined health district board is hereby authorized to contract with the City of Toledo, the Lucas County Board of Commissioners and/or any other person(s) or entity for the purposes of purchasing or leasing equipment, office space or any other service or item the regional combined health district board deems necessary to implement this agreement and carry out the function of administering health and environmental affairs within the regional combined health district.

Nothing contained herein shall be construed to limit the power or the authority of the regional combined health district board or the Health Commissioner in administering the duties of the regional combined health district provided such administration of duties does not reduce the services to be provided the townships and villages which comprise the Lucas County General Health District, or the services to be provided generally throughout the respective city health districts.

#### 8. COST ALLOCATION

The regional combined health district board shall, no later than March 31<sup>st</sup> of each year, establish and approve a regional health district budget for the following fiscal year. The fiscal year of the regional combined health district shall be from January 1 through December 31.

The regional combined health district board shall also identify in the regional combined health district budget the intergovernmental revenue amount. The intergovernmental revenue amount is defined as the total district budget minus grant revenues (projected and actual), fee revenues, all other funding sources, and in-kind services provided by the Board of Commissioners, Lucas County, Ohio, and the City of Toledo as defined in Section 11 below. The resulting intergovernmental revenue portion of the regional combined health district budget shall be apportioned among the parties to this agreement as follows, subject to Section 9 below.

The City of Toledo shall provide 69.25% of the total intergovernmental revenue; the villages and townships of Lucas County, Ohio, through the District Advisory Council of the Lucas County General Health District shall provide 16.70% of the total intergovernmental revenue; the City of Oregon shall provide 4.30% of the total intergovernmental revenue; the City of Maumee shall provide 3.8% of the total intergovernmental revenue; the City of Sylvania shall provide 3.35% of the total intergovernmental revenue and the City of Waterville shall provide .85% of the total intergovernmental revenue, and; the Board of Commissioners. Lucas County, Ohio, shall provide 1.75% of the intergovernmental revenue.

## 9. PERIODIC REVISION OF COST ALLOWANCE

The regional combined health district board, from time to time during this agreement, and at least every five years shall review and may revise, by the majority approval of the board, the cost allocation of the intergovernmental revenue apportioned to the parties of this agreement.

## 10. PAYMENT FOR ALLOCATION OF COSTS

The parties to this agreement hereby agree and authorize the Lucas County Auditor to deduct each parties' share of the intergovernmental revenue directly from the real estate settlement. However, the real estate settlement portion for the City of Toledo shall not exceed .6 mills. In the event that the real estate settlement is insufficient to cover any party's share, the regional combined health district board will invoice the difference directly to the party. Such party will submit payment for the invoiced amount to the regional combined health district board within thirty (30) days of receipt of the invoice.

## 11. IN-KIND SERVICES

The City of Toledo and the Board of County Commissioners, Lucas County, Ohio, shall provide in-kind to the regional health district as detailed in Attachment "A" which is attached hereto and fully incorporate into this agreement.

The in-kind services provided shall be separate from and in addition to the costs allocation computation for intergovernmental revenue as provided in Section 8 above.

## 12. TERMINATION

Any party may withdraw from, and hereby terminate said party's obligations under, this agreement by giving written notice of such intent to withdraw to the regional combined health district board. Such written notice must be given more than one (1) year in advance of the effective date of withdrawal from this agreement. During this period between the submission of the written notice of withdrawal to the regional combined health district board and the effective date of the withdrawal from this agreement, the withdrawing party shall be bound by the full force and effect of this agreement.

The regional combined health district board may, by an affirmative vote of the majority of its members, elect to disband the regional combined health district and thereby terminate this agreement. In the event that the regional combined health district board elects to disband the regional combined health district and terminate this agreement, such disbandment and termination shall be fully implemented and effective no less than one (1) year from the date of the regional combined health district board's election for such action. During the period between the regional combined health district board's election to disband the

regional combined health district and terminate this agreement and the effective date to fully implement such action, all parties to this agreement shall remain bound by the full force and effect of this agreement.

### 13. LEGAL ADVISOR

The Lucas County Prosecutor's Office shall be the legal advisor of the regional combined health district.

### 14. MISCELLANEOUS

- A. This agreement constitutes the entire understanding between parties hereto relating to the matters herein contained.
- B. This agreement shall be construed and enforced pursuant to the laws of the State of Ohio.
- C. No amendments, modifications or variations of the terms and conditions of this Agreement shall be valid unless the same are in writing and approved and signed by the parties hereto.
- D. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto, and their successors and assigns.
- E. If any provision of this Agreement shall be or become illegal or unenforceable, in whole or in part for any reason whatsoever, the remaining provisions shall nevertheless remain valid, binding and subsisting.

F. The terms and conditions of this Agreement shall not inure to the benefit of any third party or parties.

G. The headings and titles of the several sections, provisions and clauses of this Agreement are for convenience only and do not define, limit or construe the contents of this Agreement.

H. The parties represent to each other that, by their respective execution of this Agreement, they have obtained all necessary consents and approvals required for their respective execution and performance thereof.

IN WITNESS WHEREOF, the parties have executed this agreement on the date set forth below.

**CITY OF SYLVANIA, OHIO**

\_\_\_\_\_  
**Craig A. Stough**  
**Mayor**

**Date:** \_\_\_\_\_

## MERGER STUDY

GMJINKINDSUPPORT  
4/3/98

### In-Kind Support

1. Space
2. Furniture and Equipment
3. Building Maintenance
4. Phones and Utilities
5. Transportation
6. Personnel Administration
7. Legal and Audit
8. Accounting, Purchasing and Payroll
9. Computer/Information System

#### 1. SPACE

- Utilize the current Toledo City Building - 635 N. Erie - no cost. The space should accommodate both departments' employees for office and field personnel.
- Parking

#### 2. FURNITURE AND EQUIPMENT

- Some new furniture may be needed and/or some modification of the office layout to accommodate the County Dept. (\$20,000.00)
- No new equipment is needed

#### 3. BUILDING MAINTENANCE

- Currently the City Dept, building is maintained by sister departments of the City. - estimate value \$40,000.00
- Janitorial contract
- Repairs and Replacements
- Building Security

#### 4. PHONES AND UTILITIES

- Electric - Lighting
- Gas - Heating
- Cell phones
- Pagers

#### 5. TRANSPORTATION

- City cars



6. PERSONNEL ADMINISTRATION
  - Contract negotiation
  - Recruitment
  - Training
  - Evaluation
  - Safety
  - Workers' comp
  - Fringe benefits
7. LEGAL AND AUDIT
  - Law dept.
  - Finance dept.
  - Legal notice
8. ACCOUNTING, PURCHASING AND PAYROLL
  - Accounts receivable
  - Accounts payable
  - Billing
  - Inventory
  - Purchasing
  - Payroll
  - Taxes
  - Withholding
  - Liability Insurance
  - Cash management, investment, licensing issuance
  - Word processing
9. COMPUTER/INFORMATION SYSTEM
  - Hardware installations
  - Software installations
  - System/Networking support
  - Other licensing fees
  - Mainframe Usage

ESTIMATE OF CURRENT IN-KIND CONTRIBUTIONS  
TO PUBLIC HEALTH FROM LOCAL GOVERNMENTAL UNITS

	LUCAS COUNTY COMMISSIONERS	TOLEDO CITY GOVERNMENT
Facility Costs	\$250,000	\$ 528,000
Primary/administration facility		
Facility costs / clinic	\$240,000	\$0
Phones, Pagers and cell phones	\$0	included under "facility" above
Personnel Administration	\$20,000	\$ 69,679
Accounting, Purchasing and Payroll	\$40,000	\$ 156,844
Legal and Audit	\$0	\$ 51,896
Computers/information systems	\$5,000	\$ 27,241
Total	\$555,000	\$833,660

EXPLANATION

The two health departments receive differing types of in-kind support, and categorize support differently. The following is a simplified explanation of how the above numbers were derived.

FACILITY COSTS

Lucas County

Administrative offices at Government Center are based on an estimate provided by the Lucas County Commissioners in 1996.

The cost estimate for the Lucas County Health Department Clinic offices is based on the cost of comparable medical office space in western Lucas County, obtained in 1998.

The cost estimate for the facility cost was provided by the Toledo Department of Health and Environment, and is based on \$8.00 a sq. foot for 66,000 sq. feet.

The cost estimates for all three of these facilities include maintenance, repairs and replacements, housekeeping, security, and utilities. Phone costs, including pagers and cell phones, are provided as part of the in-kind costs for the city facilities, but are paid for with Lucas County Health Department funds at the county facilities.

## PHONES, PAGERS AND CELL PHONES

The Toledo Department of Health and Environment receives in-kind support for phones, pagers and cell phones. The Lucas County Health Department covers these costs with health department funds.

## PERSONNEL ADMINISTRATION

The Toledo Department of Health and Environment receives in-kind support for contract negotiation, recruitment, training, evaluation, safety, and workers' comp. The Lucas County Health Department receives in-kind support for safety, workers' comp, and benefits administration, and provides for the balance internally.

## ACCOUNTING, PURCHASING AND PAYROLL

The Toledo Department of Health and Environment receives in-kind support for accounts receivable and accounts payable, billing, inventory, payroll, taxes, withholding, liability insurance, cash management, and licensing issuance, and word processing. The Lucas County Health Department receives the same support from the county commissioners, except liability insurance, which is paid for by health department funds, and word processing, which is done internally.

## LEGAL AND AUDIT

The Toledo Department of Health and Environment receives in-kind support for legal and audit. The Lucas County Health Department pays for these from health department funds.

## COMPUTERS/INFORMATION SYSTEMS

The Toledo Department of Health and Environment receives in-kind support for hardware and software installations, system and networking support, license fees and mainframe usage. The Lucas County Health Department receives in-kind support comparable to the services obtained by a contract at the clinic for \$5,000 annually.

## Merger Information for First Meeting

### **Funds spent on remodel of building**

From 2014 to 2016 TLCHD spent \$1,140,000.00 on updating HVAC/Electrical/Plumbing and remodeling the department.

### **Cost of internet the county picks up vs what it would cost us**

Internet/IT \$115,000 we would pay if the county would discontinue services to TLCHD

### **Cost of phone the County picks up vs what it would cost us**

\$90,000 onetime cost

\$ ? Maintenance

### **Cost of Building**

Lease \$20.00sqft \* 40,000= \$800,000

Lease \$13.25sqft \* 40,000= \$530,000

New-\$250.00sqft \* 40,000= \$10,000,000

### **What we pay for HR**

\$114,454.70

### **What would it cost for us to not use the auditor and/or the system we have to operate under?**

### **Security (cameras/doors/guard)**

We pay/Paid \$100,000.00 for security cameras and installation

Camera Maintenance \$5,000.00

Security guard \$43,041.32

### **Janitorial**

\$106,438.24 we pay

ORDINANCE NO. 113 - 2020TO MAKE CERTAIN ADJUSTMENTS TO ACCOUNT ALLOCATIONS  
WITHIN THE FUND APPROPRIATIONS FOR THE FISCAL YEAR  
ENDING DECEMBER 31, 2020; AND DECLARING AN EMERGENCY.

WHEREAS, City Council duly passed Ordinance No. 92-2019 on November 4, 2019, providing for the annual appropriations for fiscal year 2020, and,

WHEREAS, it is necessary to adjust the 2020 annual appropriation ordinance, by making certain additional appropriations and deductions from previous appropriations, in order to meet the present conditions and to keep appropriations within the anticipated receipts for the year 2020; and,

WHEREAS, attached hereto is "Exhibit A" entitled Adjusted 2020 Budget - Summary of Expenditure Estimates which exhibit identifies by a four-digit department code number and name each account in a Fund identified by a three-digit code and name to which an appropriation adjustment within each Fund is made by this ordinance; and,

WHEREAS, attached hereto is "Exhibit B" entitled Adjusted 2020 Budget – Summary of Revenue Estimates referred to herein as estimated additional resources.

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

SECTION 1. That the 2020 annual appropriation ordinance, be adjusted as reflected in Exhibits A and B attached hereto and made a part hereof.

SECTION 2. That there be and is hereby appropriated to and is hereby withdrawn from accounts of the GENERAL FUND listed in Exhibit A the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 3. That there be and is hereby appropriated to and is hereby withdrawn from the account of the STREET CM&R FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net the sum of \$0.

SECTION 4. That there be and is hereby appropriated to and is hereby withdrawn from the account of the INDIGENT DRIVER ALCOHOL MONITOR FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net the sum of \$4,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 5. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the CAPITAL IMPROVEMENT FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 6. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the COURT CAPITAL IMPROVEMENT FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$21,000. There is sufficient balance in the Fund available for appropriation.

SECTION 7. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the S.A. STREET LIGHTING FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 8. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the WATER FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 9. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the SEWER FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 10. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the RESOURCE RECOVERY FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$0.

SECTION 11. That there be and is hereby appropriated to and is hereby withdrawn from the accounts of the PROPERTY ROOM FUND listed in Exhibit A and the amounts as indicated for each account with the total amount being changed by the net sum of \$12,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 12. That there be and is hereby appropriated to and is hereby withdrawn from accounts of the INCOME TAX FUND listed in Exhibit A the amounts as indicated in for each account with the total amount being changed by the net sum of \$0.

SECTION 13. It is hereby found and determined that all formal actions of the 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 action, were in meetings open to the public, in compliance with all requirements including Section 121.22 of the Ohio Revised Code.

SECTION 14. 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 15. 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 immediate provision should be made for the enactment of additional appropriations for the payment of current expenditures for the calendar year of 2020. 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 dispensing with the second and third readings: \_\_\_\_ Yeas \_\_\_\_ Nays passed,  
\_\_\_\_\_, 2020, as an emergency measure.

ATTEST:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
President of Council

APPROVED:

APPROVED AS TO FORM:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Law

\_\_\_\_\_  
Date

Exhibit "A"  
Adjusted 2020 Budget  
Summary of Expenditure Estimates

Dept.	Name	Personal Services	Contract Services	Materials & Supplies	Capital Outlay	Transfers	Totals
110	General Fund						
7110	Police Law Enforcement	-168,000					-168,000
7115	Fire Prevention & Insp.						0
7125	Police/Fire Communications						0
7140	Safety Admin.Support						0
7210	Correctional Programs						0
7215	Cemetery						0
7220	Pymt.Co.Board of Health						0
7235	Sylvania Comm. Serv.						0
7310	Parks & Forestry	-26,000	25,000	1,000			0
7320	Community Programs		110,000				110,000
7415	Zoning Board of Appeals						0
7425	Mowing-Private Property						0
7515	Garbage.& Refuse Collection						0
7620	Street Cleaning	46,000	12,000				58,000
7710	Mayor's Office	-7,000		7,000			0
7715	Finance Administration						0
7725	Legal Administration						0
7726	Prosecutors' Office	-60,000	60,000				0
7730	Service Administration						0
7735	Legislation						0
7740	Municipal Court						0
7745	Civil Service Commission						0
7750	Lands & Buildings						0
7755	Engineering						0
7765	Elections						0
7775	Delinquent Land Advertising						0
8000	Transfers						0
8020	Information Technology	-7,000		7,000			0
	Totals	-222,000	207,000	15,000		0	0

Exhibit "A"  
Adjusted 2020 Budget  
Summary of Expenditure Estimates

Dept. Code	Name	Personal Services	Contract. Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
=====								
222	Streets CM&R							
=====								
7610	Streets CM&R	-36,000						-36,000
7635	Traffic Signals		3,000	33,000				36,000
	Total	-36,000	3,000	33,000				0
=====								
228	Ind. Driver Alcohol Monitor							
=====								
7740	Ind. Driver Alcohol Monitor		4,000					4,000
=====								
401	Capital Improvement Fund							
=====								
7110	Police							0
7610	Streets							0
7635	Traffic Signals							0
7750	Lands & Buildings			55,000	-57,000			-2,000
7970	Promissory Note-Principal							0
8020	Information Tech				2,000			2,000
	Totals	0	0	55,000	-55,000	0		0
=====								
405	Municipal Court Capital Improvement Fund							
=====								
7740	Municipal Court			21,000				21,000
	Totals	0	0	21,000	0			21,000
=====								
502	S.A. Street Lighting							
=====								
7130	Street Lighting	5,000	-5,000					0
	Totals	5,000	-5,000	0	0			0
=====								
701	Water Fund							
=====								
7520	Water Administration			55,000				55,000
7525	Water Distribution		-61,000	6,000				-55,000
	Totals	0	-61,000	61,000	0			0
=====								
702	Sewer Fund							
=====								
7530	Sewer Administration		-19,000	19,000				0
7540	Sewer Collection							0
	Totals	0	-19,000	19,000	0			0
=====								
705	Resource Recovery							
=====								
7314	Resource Recovery	20,000	-11,000	-9,000				0
	Totals	20,000	-11,000	-9,000	0			0

Exhibit "A"  
Adjusted 2020 Budget  
Summary of Expenditure Estimates

Dept. Code	Name	Personal Services	Contract Services	Materials & Supplies	Capital	Debt Service	Transfers	Totals
802	Property Room							
7170	Refunds			12,000				12,000
	Totals	0	0	12,000	0			12,000
804	Income Tax							
7760	Income Tax			57,000			-57,000	0
		0	0	57,000	0		-57,000	0
810	Community Affairs							
7160	Community Affairs		-5,000	5,000				0
		0	-5,000	5,000	0		0	0

Exhibit "B"  
Adjusted 2020 Revenue Estimates  
Summary of Revenue Estimates

=====		
General Fund		
=====		
110-0000-40414	Intergovernmental Revenue	2,000,000
110-0000-41402	From Income Tax Fund	<u>600,000</u>
Total General Fund		2,600,000
=====		
City Permissive Tax Fund		
=====		
223-0000-40301	Permissive Vehicle Tax	<u>50,000</u>
Total City Permissive Tax Fund		50,000
=====		
State Highway Improvement Fund		
=====		
224-0000-40405	Gasoline Taxes	<u>10,000</u>
Total State Highway Improvement Fund		10,000
=====		
Ind. Driver Alcohol Monitor Fund		
=====		
228-0000-41001	IDAM- Indigent Driver Alcohol Monitor	<u>5,000</u>
Total Ind. Driver Alcohol Monitor Fund		5,000
=====		
Court Capital Improvement Fund		
=====		
405-0000-41008	Court Capital Improvement	<u>80,000</u>
Total Court Capital Improvement Fund		80,000
=====		
Resource Recovery Fund		
=====		
705-0000-41113	Forest Products-Sales	<u>10,000</u>
Total Resource Recovery Fund		10,000
=====		
Police Pension Fund		
=====		
801-0000-40101	Real Estate Taxes	<u>6,000</u>
Total Police Pension Fund		6,000

11b

ORDINANCE NO. 114 - 2020

TO MAKE CERTAIN ADJUSTMENTS TO ACCOUNT ALLOCATIONS  
WITHIN THE GENERAL AND CAPITAL IMPROVEMENT FUND APPROPRIATIONS  
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2020; AND DECLARING AN  
EMERGENCY.

WHEREAS, City Council duly passed Ordinance No. 92-2019 on November 4, 2019, providing for the annual appropriations for fiscal year 2020, and,

WHEREAS, it is necessary to adjust the 2020 annual appropriation ordinance, by making certain additional appropriations and deductions from previous appropriations, in order to meet the present conditions and to keep appropriations within the anticipated receipts for the year 2020; and,

WHEREAS, attached hereto is "Exhibit A" entitled Adjusted 2020 Budget - Summary of Expenditure Estimates which exhibit identifies by a four-digit department code number and name each account in a Fund identified by a three-digit code and name to which an appropriation adjustment within General Fund is made by this ordinance; and,

WHEREAS, attached hereto is "Exhibit B" entitled Adjusted 2020 Budget – Summary of Revenue Estimates referred to herein as estimated additional resources in the Capital Fund.

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

SECTION 1. That the 2020 annual appropriation ordinance, be adjusted as reflected in Exhibits A and B attached hereto and made a part hereof.

SECTION 2. That there be and is hereby appropriated to and is hereby withdrawn from accounts of the GENERAL FUND listed in Exhibit A the amounts as indicated for each account with the total amount being changed by the sum of \$5,000,000. There is a sufficient balance in the Fund available for appropriation.

SECTION 3. It is hereby found and determined that all formal actions of the 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 action, were in meetings open to the public, in compliance with all 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 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 5. 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 immediate provision should be made for the enactment of additional appropriations for the payment of current expenditures for the calendar year of 2020. 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 dispensing with the second and third readings: \_\_\_\_ Yeas \_\_\_\_ Nays passed,  
\_\_\_\_\_, 2020, as an emergency measure.

ATTEST:

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
President of Council

APPROVED:

\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Director of Law

\_\_\_\_\_  
Date

Exhibit "A"  
Adjusted 2020 Budget  
Summary of Expenditure Estimates

Dept.	Name	Personal Services	Contract Services	Materials & Supplies	Capital Outlay	Transfers	Totals
110	General Fund						
8000	Transfers					5,000,000	5,000,000
	Totals	0	0	0		5,000,000	5,000,000

Exhibit "B"  
Adjusted 2020 Revenue Estimates  
Summary of Revenue Estimates

=====		
Capital Improvement Fund		
=====		
401-0000-41401	From General Fund	5,000,000
Total Capital Improvement Fund		5,000,000

NOTICE TO LEGISLATIVE  
AUTHORITY

OHIO DIVISION OF LIQUOR CONTROL  
6606 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

62015190005		TREX		MPN GROUP LLC
PERMIT NUMBER		TYPE		DBA JEDS
06	01	2019		
ISSUE DATE		7625-27 SYLVANIA AVE		
12	07	2020		
FILING DATE		SYLVANIA OH 43560		
D5 D6		PERMIT CLASSES		
48	077	A	F24452	
TAX DISTRICT		RECEIPT NO.		

FROM 12/09/2020

92267670005				VARDEAN LLC
PERMIT NUMBER		TYPE		DBA SMOKEHOUSE BISTRO
06	01	2019		
ISSUE DATE		7625-27 SYLVANIA AV		
12	07	2020		
FILING DATE		SYLVANIA OH 43560		
D5 D6		PERMIT CLASSES		
48	077			
TAX DISTRICT		RECEIPT NO.		



MAILED 12/09/2020

RESPONSES MUST BE POSTMARKED NO LATER THAN. 01/11/2021

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES **A TREX 6201519-0005**

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD ☐ IN OUR COUNTY SEAT. ☐ IN COLUMBUS.

WE DO NOT REQUEST A HEARING. ☐

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title)- ☐ Clerk of County Commissioner

(Date)

☐ Clerk of City Council

☐ Township Fiscal Officer

CLERK OF SYLVANIA CITY COUNCIL  
6730 MONROE ST  
SYLVANIA OHIO 43560

## Commerce Division of Liquor Control : Web Database Search

**OWNERSHIP DISCLOSURE INFORMATION**

This online service will allow you to obtain ownership disclosure information for issued and pending retail liquor permit entities within the State of Ohio.

**Searching Instructions**

Enter the known information and click the "Search" button. **For best results, search only ONE criteria at a time.** If you try to put too much information and it does not match exactly, the search will return a message "No records to display".

The information is sorted based on the Permit Number in ascending order.

To do another search, click the "Reset" button.

**SEARCH CRITERIA****Permit Number**

62015190005

**Permit Name / DBA****Member / Officer Name****Search****Reset****Main Menu**

Member/Officer Name	Shares/Interest	Office Held
<b>Permit Number:</b> 62015190005; <b>Name:</b> MPN GROUP LLC; <b>DBA:</b> DBA JEDS; <b>Address:</b> 7625-27 SYLVANIA AVE SYLVANIA 43560		
BRIAN MEARS	MANAGE MEM	PRESIDENT
DARIC PEPPERS	MANAGE MEM	CEO
MATTHEW NEAL JR	MANAGE MEM	VICE PRES.

- [Ohio.Gov](#)
- [Ohio Department of Commerce](#)

[Commerce Home](#) | [Press Room](#) | [CPI Policy](#) | [Privacy Statement](#) | [Public Records Request Policy](#) | [Disclaimer](#) | [Employment](#) | [Contacts](#)

**RESOLUTION NO. 26 - 2020**

**RE-APPOINTING STEPHAN RISHER TO THE ZONING BOARD OF  
APPEALS FOR A TERM EXPIRING DECEMBER 31, 2023; AND  
DECLARING AN EMERGENCY.**

WHEREAS, Sylvania Codified Ordinance Section 1105.01 mandates that Council should appoint, by resolution, vacancies on the Zoning Board of Appeals; and,

WHEREAS, Resolution No. 9-2020, passed March 16, 2020, appointed Stephan Risher to the Zoning Board of Appeals for a term expiring December 31, 2020; and,

WHEREAS, Mr. Risher has expressed his interest in continuing to serve on the Board of Zoning Appeals and he has been a valuable asset to the Board of Zoning Appeals and should be re-appointed.

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

SECTION 1. That Stephan Risher is hereby appointed to the Zoning Board of Appeals for a term commencing January 1, 2021 and expiring on December 31, 2023.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to the Secretary of the Zoning Board of Appeals.

SECTION 3. It is hereby found and determined that 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 reason that the appointment to the Zoning Board of Appeals should be made immediately to provide for all of the seats of the Board to be filled. 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.

Passed, \_\_\_\_\_, 2020, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
Clerk of Council

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
Director of Law

**RESOLUTION NO. 27 - 2020**

**RE-APPOINTING DANNY ROYER TO THE ZONING BOARD OF  
APPEALS FOR A TERM EXPIRING DECEMBER 31, 2023; AND  
DECLARING AN EMERGENCY.**

WHEREAS, Sylvania Codified Ordinance Section 1105.01 mandates that Council should appoint, by resolution, vacancies on the Zoning Board of Appeals; and,

WHEREAS, Resolution No. 10-2020, passed March 16, 2020, appointed Danny Royer to the Zoning Board of Appeals for a term expiring December 31, 2020; and,

WHEREAS, Mr. Royer has expressed his interest in continuing to serve on the Board of Zoning Appeals and he has been a valuable asset to the Board of Zoning Appeals and should be re-appointed.

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

SECTION 1. That Danny Royer is hereby appointed to the Zoning Board of Appeals for a term commencing January 1, 2021 and expiring on December 31, 2023.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to the Secretary of the Zoning Board of Appeals.

SECTION 3. It is hereby found and determined that 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 reason that the appointment to the Zoning Board of Appeals should be made immediately to provide for all of the seats of the Board to be filled. 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.

Passed, \_\_\_\_\_, 2020, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
Clerk of Council

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
Director of Law

**RESOLUTION NO. 28 - 2020****RE-APPOINTING BRIAN KEZUR TO THE BOARD OF TRUSTEES OF SYLVANIA AREA JOINT RECREATION DISTRICT ("SAJRD") FOR A TERM EXPIRING DECEMBER 31, 2023; AND DECLARING AN EMERGENCY.**

WHEREAS, Resolution No. 3-2019, passed January 7, 2019, appointed Brian Kezur to the Board of Trustees of Sylvania Area Joint Recreation District ("SAJRD") to fill the unexpired term of Greg Feller, for a term expiring December 31, 2020; and,

WHEREAS, Mr. Kezur has expressed his interest in continuing to serve on the SAJRD Board of Trustees; and,

WHEREAS, Mr. Kezur has been a valuable asset to the SAJRD Board and should be re-appointed for a term commencing January 1, 2021 and expire December 31, 2023.

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

SECTION 1. That Brian Kezur is hereby appointed to the Board of Trustees of Sylvania Area Joint Recreation District for a term expiring December 31, 2023.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to Sylvania Area Joint Recreation District.

SECTION 3. It is hereby found and determined that 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 reason that an open position on the Board of Trustees of the Sylvania Area Joint Recreation District required to be filled now so that said Board will be fully constituted at the

earliest possible time. 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 dispensing with the second and third readings: Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Passed, \_\_\_\_\_, 2020, as an emergency measure.

ATTEST:

\_\_\_\_\_  
President of Council

\_\_\_\_\_  
Clerk of Council

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
Director of Law

**RESOLUTION NO. 29 - 2020**

**RE-APPOINTING KATIE CAPPELLINI TO THE BOARD OF TRUSTEES OF SYLVANIA AREA JOINT RECREATION DISTRICT (SAJRD), SHE BEING A MEMBER OF THE COUNCIL OF THIS APPOINTING POLITICAL SUBDIVISION, FOR THE FULL CALENDAR YEAR OF 2021; AND DECLARING AN EMERGENCY.**

WHEREAS, Sylvania City Council appoints a member to the Board of Trustees of the Sylvania Area Joint Recreation District each year; and,

WHEREAS, the City of Sylvania should appoint a member of its Council to the Board of Trustees of the Sylvania Area Joint Recreation District for the 2021 calendar year.

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

SECTION 1. That Katie Cappellini, a member of the Council of this appointing political subdivision, is hereby re-appointed to the Board of Trustees of Sylvania Area Joint Recreation District for the calendar year 2021.

SECTION 2. That the Clerk of Council be, and she hereby is, directed to certify a copy of this Resolution to Sylvania Area Joint Recreation District.

SECTION 3. It is hereby found and determined that 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 reason that the re-appointment to the SAJRD Board of Trustees of a member of this appointing political subdivision should be made immediately so that the appointed Councilperson will be duly authorized for the full calendar year of 2021. 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.

Passed, \_\_\_\_\_, 2020, as an emergency measure.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
Clerk of Council

APPROVED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

APPROVED AS TO FORM:

\_\_\_\_\_  
Director of Law



OFFICE OF THE MAYOR  
CRAIG A. STOUGH, MAYOR

December 18, 2020

**TO THE MEMBERS OF SYLVANIA CITY COUNCIL:**

RE: Appointment to the Sylvania Municipal Planning Commission

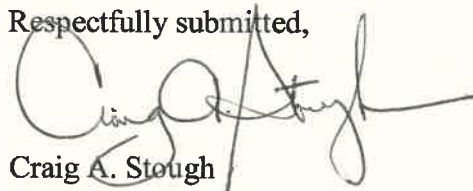
Dear Council Members:

Mr. Thomas Lindsley's term on the Sylvania Municipal Planning commission expires on December 31, 2020 and he is not seeking re-appointment to the Plan Commission.

Mr. Jeff Schaaf has expressed his interest in serving on the Municipal Planning Commission. Mr. Schaaf is a Sylvania resident and currently serves as the Director of Talent Strategy at the Toledo Regional Chamber of Commerce. Mr. Schaaf is also a licensed Realtor with Danberry Realtors and serves on the St. Francis de Sales School Board of Trustees, the Welcome Toledo Lucas County Advisory Board, and the Ohio Diversity Council – Toledo Chapter Advisory Board.

Therefore, I am pleased to announce the appointment of Mr. Jeff Schaaf to the Sylvania Municipal Planning Commission and request that you confirm this appointment.

Respectfully submitted,



Craig A. Stough  
Mayor

CAS/lb

**Certificate of Result of Election on Question or Issue**

**R.C. 3501.11**

A

The State of Ohio, Lucas County, ss.

To: **Ohio Secretary of State**  
**CITY OF SYLVANIA**

The Board of Elections of Lucas County hereby certifies that at the election held in the **City Of Sylvania** on the **3rd day of November, 2020**, the vote cast on the following issue was as follows:

**CHARTER AMENDMENT**

Proposed charter amendments to the Municipality of Sylvania regarding organization, legislative action, executive powers and eligibility.

Article III, Section 4.0 of the Charter be amended to change the date of on or before January 5th to on or before January 8th as the date members of Council shall meet at the Council Chambers for the purpose of organization.

Article III, Section 11.0 (b) of the Charter be amended to ordinances and resolutions shall be read once if five or more council members concur, prior to passage.

Article IV, Section 5.0 (b) of the Charter be amended to remove the reference to a Clerk-Auditor in the first line of the paragraph and replace it with Director of Finance.

Article IV, Section 5.0 (d) of the Charter to be amended to remove the reference to a Clerk-Auditor in line twelve of the paragraph and replace it with Director of Finance.

Article VI, Section 4.0 of Charter to be amended to remove the reference to a Clerk-Auditor and replace it with Director of Finance.

Shall the proposed charter amendments as reported by the Council of the City of Sylvania be adopted?

Resulted as follows:

**Total number of votes cast:** (9,123)

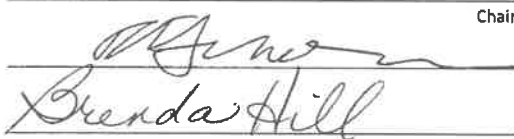
**Yes:** (6,552)

**No:** (2,571)

As the same appears by the abstract of votes duly certified and signed by us and deposited in our office.

IN WITNESS WHEREOF, we have hereunto subscribed our names officially at  
Lucas County, Ohio, this 18th Day of November, 2020.

Chair

  
Brenda Hill

  
Board of Elections

Attest:



Lucas County, Ohio.  
Director

**Certificate of Result of Election on Question or Issue**

R.C. 3501.11

The State of Ohio, Lucas County, ss.

To: **Ohio Secretary of State**  
**CITY OF SYLVANIA**

The Board of Elections of Lucas County hereby certifies that at the election held in the **City Of Sylvania** on the **3rd day of November, 2020**, the vote cast on the following issue was as follows:

**CHARTER AMENDMENT**

Proposed charter amendments to the Municipality of Sylvania regarding nominations and elections.

Article X, Section 1.0 of the Charter to remain the same.

Article X, Section 2.0 (a) of the Charter be amended to eliminate the non-partisan Primary Election held in September.

Article X, Section 2.0 (b) of the Charter be amended to eliminate candidate nominations to the Primary Election ballot and remove reference to Clerk-Auditor.

Article X, Section 2.0 (c) of the Charter be amended to remove requirements of petition, filing date, notification and acceptance and to replace with nominating petition requirements as prescribed by the State of Ohio and the Ohio Revised Code.

Article X, Section 4.0 of the Charter to remain the same.

Shall the proposed charter amendments as reported by the Council of the City of Sylvania be adopted?

Resulted as follows:

**Total number of votes cast:** (9,245)

**Yes:** (6,004)

**No:** (3,241)

As the same appears by the abstract of votes duly certified and signed by us and deposited in our office.

IN WITNESS WHEREOF, we have hereunto subscribed our names officially at  
Lucas County, Ohio, this 18th Day of November, 2020.

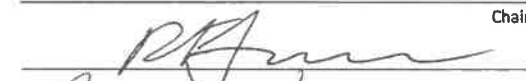

Attest:



Director

Lucas County, Ohio.

Chair

  
Brenda Hill  
  
Board of Elections

B



To: Mayor Craig A. Stough and Members of City Council

From: Sharon Bucher, Clerk of Council

Certificate of Notice  
SUP-1-2020, David Sabo

The undersigned Clerk of Council hereby certifies as follows:

- A. Thirty (30) days of time and place of public hearing was published in the Toledo Blade on 11/19/20.
- B. Written notice of hearing was mailed by first class mail, twenty (20) or more days prior to the scheduled hearing date to all owners of property within, contiguous to, and directly across the street from the subject parcel or parcels, which owners, so notified, are listed as follows:

Owner

Property Address

Owner Address

See attached Listing (1 page)

Sharon Bucher 12/17/20  
Clerk of Council Date

**David A. Sabo**  
B-2 to B-2 SUP at 7600 W. Sylvania Rd, Sylvania, OH

Parcel #	Owner	Property Address	Mailing Address	
8206340	BOONE COUNTY TWO LLC A KENTUCKY LIMITED	7510 W SYLVANIA AVE	43560 18 VILLAGE PLAZA ST PMB 223	SHELBYVILLE KY 40065
8205973	SYLVAN KING INVESTORS LTDAN OHIO LIMITED	7559 W SYLVANIA AVE	43560 5800 MONROE ST BLDG F	SYLVANIA OH 43560
8205979	KROGER CO AN OHIO CORPORATION	7545 SYLVANIA AVE	43560 1014 VINE ST PROPERTY TAX 7TH FLOOR	CINCINNATI OH 45202
8205989	COUGAR INVESTORS LLC	7600 W SYLVANIA AVE	43560 320 W DUSSEL DR	MAUMEE OH 43537
8206000	PROGRESSIVE WELLNESS LLC	7640 W SYLVANIA AVE	43560 320 W DUSSEL DR	MAUMEE OH 43537
8206026	FOSTER ENTERPRISES, LLC AN OHIO LIMITED	4035 N KING RD	43560 6711 MONROE ST BLDG 3 STE B	SYLVANIA OH 43560
8205912	RHINE KYLE ADAM & SARAH ELIZABETH	7625 SYLVAN OAKS WAY	43560 7625 SYLVAN OAKS WAY	SYLVANIA OH 43560
8205987	KROGER CO AN OHIO CORPORATION	7549 SYLVANIA AVE	43560 1014 VINE ST PROPERTY TAX 7TH FLOOR	CINCINNATI OH 45202
8206004	KCCS PROPERTIES LLC AN OHIO LLC	4119 KING RD	43560 ONE SEAGATE STE 1960	TOLEDO OH 43604
8205913	HELMINTOLLER JAMES Z & SHYLA M (ORSURVTC)	7617 SYLVAN OAKS WAY	43560 7617 SYLVAN OAKS WAY	SYLVANIA OH 43560
8206338	BOLLIN SCOTT E	4101 N KING RD	43560 6622 SUMMERLYN	LAMBERTVILLE MI 48144
8205974	CHAMPION CREDIT UNION INC	7525 SYLVANIA AVE	43560 4140 W LASKEY	TOLEDO OH 43623

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Board of Architectural Review

Minutes of the regular meeting of December 16, 2020. Mr. Lindsley called the meeting to order.

Members present: Carol Lindhuber, Kathleen Fischer, Mayor Craig Stough, Ken Marciniak, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Fischer moved, Ms. Lindhuber seconded to approve the Minutes of the November 10, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Fischer, Marciniak and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 3 –Regulated Sign – Regulated Sign – app. no. 28-2020 requested by Andrea Erbskorn for Heritage Sylvania, 5717 Main Street, Sylvania, Ohio 43560.

Application is for three replacement monument signs.

Ms. Erbskorn was present and said that the signs will replace old signs for the Historical Village, the Lathrop House and the Cooke-Kuhlman House, which are all part of Heritage Sylvania. The new signs will be not lit hanging signs that will include their updated logo, will replace outdated information, and will also serve as directional signs. The signs will be installed in front of the Heritage Center Museum located at 5717 Main Street, the entrance to the Harroun Park parking lot (as directional signage for the Lathrop House located at 5362 Main Street) and at the public parking lot on Main Street between Stellar Blooms and Element 112. Signs are within the limits of the Sylvania Sign Code.

Ms. Fischer moved, Ms. Lindhuber seconded, to grant a Certificate of Appropriateness for the signs shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Item 4 – Regulated Sign – app. no. 44-2020 requested by Jen Janney of Allen Industries for Church 3Twenty One, 5850 Hideaway Lane, Sylvania, Ohio 43560.

Application is for a new monument sign.

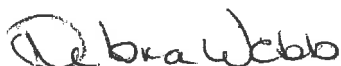
Mr. Burns said that the new LED monument sign will replace a temporary on the Erie Street facing side of the property; and that this sign on the Centennial facing side of the property will remain.

Sign is within the limits of the Sylvania Sign Code.

Ms. Lindhuber moved, Mr. Marciniak seconded, to grant a Certificate of Appropriateness for the sign shown in the drawing submitted with the application. Vote being: Lindhuber, Marciniak, Fischer, Stough and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Ms. Lindhuber moved, Mr. Marciniak seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary  
Municipal Planning Commission

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Sylvania Municipal Planning Commission

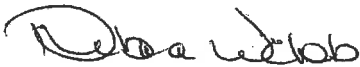
Minutes of the regular meeting of December 16, 2020. Mr. Lindsley called the meeting to order.

Members present: Carol Lindhuber, Kathleen Fischer, Mayor Craig Stough, Ken Marciniak, and Thomas Lindsley (5) present. Zoning Administrator, Timothy Burns present.

Ms. Fischer moved, Ms. Lindhuber seconded, to approve the Minutes of the November 10, 2020, meeting as submitted. Vote being: Stough, Lindhuber, Marciniak, Fischer and Lindsley (5) aye; (0) nay. Motion passed by a 5 to 0 vote.

Ms. Lindhuber moved, Ms. Fischer seconded to adjourn the meeting. All present voted aye. Meeting adjourned.

Submitted by,



Debra Webb, Secretary  
Municipal Planning Commission