

Minutes of the Meeting of Council  
March 15, 2021

The Council of the City of Sylvania, Ohio met in regular session via Zoom on March 15, 2021 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.

The following items have been added to the agenda:

- 5a. Moved agenda item 18 here.
- 21. Federal Legislation discussion.
- 7b. DORA Expansion update.

Mr. Frye moved, Mr. Haynam seconded to approve the agenda as amended; 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.

Mr. Frye presented the March 1, 2021 meeting minutes. Mr. Frye moved, Ms. Stough 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 March 1, 2021 be approved; roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini, (7) yeas; (0) nays. The motion carried.

Approval of the  
March 1, 2021  
meeting minutes.

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

Mayor Stough stated that no city employees are out due to COVID. Captain Miller stated 50% of the police officers have been vaccinated. Mayor Stough stated the council meetings will go to a hybrid format on April 5<sup>th</sup>.

COVID Update.

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

Judge Michael Bonfiglio provided information on the reassignment of duties at the Court due to retirements.

Mr. Richardson moved, Mrs. Westphal seconded to amend proposed Ordinance No. 28-2021, to add language that eliminates the Chief Deputy Clerk position. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Amending  
Ordinance No.  
28-2021.

Minutes of the Meeting of Council  
March 15, 2021

Mr. Richardson introduced and read by title only Amended Ordinance No. 28-2021, “Revising the Administrative, Departmental and Divisional Organization of the City and the Codified Ordinances thereof by amending Sylvania Codified Ordinance Section 139.02(a) – Content and Coverage of the Compensation Plan to add a job title for “Probation Liaison Clerk/Special Docket Officer; deleting the “Chief Deputy Clerk of Courts” job title also contained in Section 139.02(a); and declaring an emergency.”; Mr. Richardson moved, Mr. Haynam seconded passage of Ordinance No. 28-2021 as an emergency measure. Roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson, (7) yeas; (0) nays. The motion carried.

Ordinance No. 28-2021, “.... amending Codified Ord. ...add job title Probation Liaison Clerk/Special Docket Officer...”

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

Deanna Bobeck from Civil & Environmental Consultants, Inc. presented an update on the Harroun Park Stream Restoration Project. She reviewed the restoration plan for the Upstream, Downstream and In-Stream components with construction to be completed in 4-6 weeks.

Harroun Park Stream Restoration project update.

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

Mr. Frye introduced and read by title only Resolution No. 3-2021, “Approving the Sylvania Downtown Master Plan; and declaring an emergency.”; Mr. Frye moved, Mr. Richardson seconded passage of Resolution No. 3-2021 as an emergency measure. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal, Cappellini, Frye, (7) yeas; (0) nays. The motion carried.

Resolution No. 3-2021, “Approving the Sylvania Downtown Master Plan...”

Ms. Stough presented information on the DORA Expansion. She stated a survey of the downtown business and neighbors of downtown will commence, the feedback will be reviewed and will be brought back to council.

DORA Expansion update.

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

Michelle Sprott from the Sylvania Area Chamber of Commerce presented the downtown overhead lighting plan. She provided information on outdoor balloons for the downtown area for specified times in summer. This project is totally funded by the Chamber of Commerce. Council will review final plans at future meeting.

Downtown Overhead Lighting Plan presentation.

Mayor Stough presented Michelle Sprott a Proclamation for her contributions to the Sylvania area during her work at the Sylvania Area Chamber of Commerce.

Michelle Sprott Proclamation.

Minutes of the Meeting of Council  
March 15, 2021

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 introduced and read by title only Ordinance No. 2252021, "Accepting the bid of Visu-Sewer of Ohio, LLC and awarding the Contract for the Large Diameter Sanitary Sewer Lining Project to same: authorizing the expenditure for the improvements in the amount of \$1,092,743.50; appropriating funds therefore; and declaring an emergency." Mr. McCann moved, Mr. Hayman seconded passage of Ordinance No. 25-2021 as an emergency measure. Roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays. The motion carried.

Ordinance No. 25-2021, "Accepting bid, awarding Contract for Large Diameter Sanitary Sewer Lining Project..."

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

Service Director's report on the Luc-Monroe-0127 Bridge Rehabilitation Project was placed on file. Mrs. Westphal introduced and read by title only Ordinance No. 26-2021, "Accepting the bid of Vernon Nagel, Inc. and awarding the Contract for the Luc-Monroe-0127 Bridge Rehabilitation Project to same; authorizing the expenditure for the Improvements in the amount of \$249,375.60; appropriating funds therefore; and declaring an emergency"; Mrs. Westphal moved, Mr. McCann seconded passage of Ordinance No. 26-2021 as an emergency measure. Roll call vote being: Richardson, Stough, Westphal, Cappellini, Frye, Haynam, McCann, (7) yeas; (0) nays. The motion carried.

Ordinance No. 26-2021, "Accepting bid awarding contract for Luc-Monroe-0127 Bridge Rehabilitation Project..."

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

Service Director's report on the Solid Waste Service was placed on file. Mr. McCann moved, Mr. Haynam seconded to refer proposed Ordinance No. 27-2021, Amending Chapter 941-Solid Waste/Recycling Collection to the Utilities & Environment Committee for review and recommendation. Roll call vote being: Stough, Westphal, Cappellini, Frye, Haynam, McCann, Richardson; (7) yeas; (0) nays. The motion carried.

Referral of Ordinance No. 27-2021 to Utilities Committee for review.

Mr. McCann moved, Mr. Frye seconded to set a Utilities & Environment meeting for Monday, March 22, 2021 at 4:30p.m. to discuss proposed Ordinance No. 27-2021, Amending Chapter 941-Solid Waste/Recycling Collection in council chambers.

Set Utilities Com Mtg for March 22, 2021 at 4:30p.m, to discuss proposed Ord No. 27-2021.

Minutes of the Meeting of Council  
March 15, 2021

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

Mr. Frye introduced and read by title only Resolution No. 4-2021, “A Resolution authorizing and establishing a new Fund known as the Joint Economic Development District Fund within the Financial Records of the City of Sylvania; and declaring an emergency”; Mr. Frye moved, Mrs. Westphal seconded passage of Resolution No. 4-2021 as an emergency measure. Roll call vote being: Cappellini, Frye, Haynam, McCann, Richardson, Stough, Westphal; (7) yeas; (0) nays. The motion carried.

Resolution No. 4-2021, “Establishing Joint Economic Development District Fund....”

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

Service Director’s report on MuniLink Billing Software was placed on file. Council will address at next meeting for a Utility Committee meeting to see a demonstration.

MuniLink Billing Software information.

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

Mayor Stough presented the notice of a new D1, “beer for on premises consumption until 1:00 a.m.”, D2, “wine and certain prepackaged mixed drinks until 1:00 a.m.”, permit from Sandals Nail Spa, 7645 W. Sylvania Ave., Sylvania, OH. Mr. Frye moved, Mr. Haynam seconded to not request a public hearing on this application. Roll call vote being: Frye, Haynam, McCann, Richardson, Stough, Westphal, Cappellini; (7) yeas; (0) nays. The motion carried.

No hearing for liquor permit from Sandals Nail Spa, 7645 W. Sylvania Ave.

Mayor Stough stated Council will now consider agenda item 15.

Mayor Stough presented the Planning Commission’s recommendation on the petition SUP-1-2021 for Special Use for property located at 5403 Silica Drive, to allow the placement of a 130’ wireless communication facility with a 10’ lighting rod a total 140’ tall. Mr. Haynam moved, Mrs. Westphal seconded to set a public hearing for SUP-1-2021 on April 19, 2021 at 5:30p.m. Roll call vote being: Haynam, McCann, Richardson, Stough, Westphal: Cappellini, Frye; (7) yeas; (0) nays. The motion carried.

Set P.H. for SUP-1-2021 for 4/19/21 at 5:30 p.m.

Mayor Stough stated Council will now consider agenda item 16.

Mayor Stough presented the Planning Commission’s recommendation on proposed Ordinance No. 12-2021, Amending Chapter 1157-Off Street Parking – Bicycle Parking. Mr. Haynam moved, Mrs. Westphal seconded to set a public hearing for proposed Ordinance 12-2021 on April 19, 2021 at 5:30 p.m. Roll call vote being: McCann, Richardson, Stough, Westphal: Cappellini, Frye, Haynam; (7) yeas; (0) nays. The motion carried.

Set P.H. for Proposed Ordinance No. 12-2021 for April 19th at 5:30 p.m.

Minutes of the Meeting of Council  
March 15, 2021

Mayor Stough stated Council will now consider agenda item 17.

Mr. Haynam moved, Mrs. Westphal seconded to send Zoning Ordinance Amendment application SUP-2-2021 from Diane Turk, 4333 N. Watercrest Dr., Toledo, OH 43614 to change zoning from B-4 “Shopping Center District” to B-4 Special Use for property located at 5808 Monroe Street, Sylvania, OH 43560 to conduct church services in the building to the Planning Commission for review and recommendation. Roll call vote being: Richardson, Stough, Westphal: Cappellini, Frye, Haynam, McCann; (7) yeas; (0) nays. The motion carried.

Referral of SUP-2-2021 to Plan Com for review.

Mayor Stough stated Council agenda item 18 was moved to agenda item 5a. There were no items for agenda item 19 & 20, so Council will now consider added agenda item 21.

The Federal Legislation-American Rescue Plan was discussed. The City will receive 3.8 million dollars split between 2021 and 2022. Administration will research the spending requirements for these funds and provide information back to Council.

American Rescue Plan update.

Mayor Stough stated all agenda items have been addressed.

Mr. Frye moved, Mr. Haynam seconded to adjourn at 10:00 p.m. Roll call vote being: McCann, Richardson, Stough, Westphal, Cappellini, Frye, Haynam, (7) yeas; (0) nays.

Adjournment.

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Clerk of Council

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Mayor

Minutes of the Meeting of Council  
March 15, 2021

Minutes of the Meeting of Council  
March 15, 2021