Minutes of the Meeting of Council
October 5, 2026

Roll call: 6 present, 1 absent

The Council of the City of Sylvania, Ohio met in regular session on October 5, 2026 at 7:05 p.m. (due to the prior Public Hearings running late) with Mayor Frye in the chair. Roll was called with the following members present: Marcus Hansen, Doug Haynam, Brian McCann, Shawn Murphy, Patrick Richardson, Lyndsey Stough, Mary Westphal (excused); (6) present; (1) absent.

Pledge of Allegiance.

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

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

Election President Pro-Tem

Mr. Haynam moved, Mr. Richardson seconded to elect Mr. Hansen as President Pro-Tem in the absence of Mrs. Westphal; roll call vote being: Haynam, Murphy, McCann, Stough, Hansen, Richardson; (6) yeas; (0) nays. The motion carried.

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

Additions to Agenda.

Item # 17a Scheduling Zoning & Annexation Meeting

Agenda approval.

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

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

Approval of September 21, 2026 Council meeting minutes.

Mr. Hansen presented the September 21, 2026 regular meeting minutes. Mr. Hansen 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 September 21, 2026 be approved as written; roll call vote being: Richardson, Haynam, McCann, Stough, Hansen, Murphy; (6) yeas; (0) nays. The motion carried.

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

Report from Utilities & Environment Comm. meeting

Mr. Hansen gave a brief summary of the third Utilities & Environment Committee meeting held on this date regarding the current refuse and recycling fees and how to approach the growing deficit. The committee has three (3) options regarding the waste removal fees: 1. No Change; 2. Eliminate exemptions; 3. A two (2) year or four (4) year phased in approach. A majority of the Committee members as well as Council members were comfortable moving forward with option No. 2. The Committee approved Option No. 2. This decision will be communicated to the public via their utility bill. The administration was asked to draft legislation.

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

Report from Public Hearing for ZA-1-2026

Mayor Frye gave a brief report on the public hearing regarding ZA-1-2026 (R-1 to R-1 PD) for parcels 8293529, 8293530, and 8293531 held on this day. Ryan Wamsher with Millstream Development provided some general information on the project. Residents living in the neighborhood asked questions and some voiced their concerns. At the end of the discussion, Council asked the administration to prepare legislation which had already been done.

Mayor Frye added Ordinance No. 143-2026 to the agenda.

Ordinance No. 143-2026 "Approving… Petition for Zoning Ord. Amend. No. ZA-1-2026…"

Mr. Haynam presented and read aloud by title only, proposed Ordinance No. 143-2026, a written copy of same having been previously furnished to each Council member "Approving the recommendation of the Municipal Planning Commission to approve Petition for Zoning Ordinance Amendment No. ZA-1-2026 on the petition of Louisville Title Agency for N.W. Ohio, Inc., Trustee, of whom Millstream Development Company is the beneficial owner to change the zoning of three parcels at the southwest corner of Brint Road & King Road, Sylvania, Ohio; and declaring an emergency"; Mr. Haynam moved; Mr. Hansen seconded for the passage of Ordinance No. 143-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Richardson, Murphy, McCann, Stough; (6) yeas; (0) nays. The motion carried.

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

Report from the Public Hearing for SUP-4-2026

Mayor Frye gave a brief report on the public hearing for the Petition for Zoning Ordinance Amendment SUP-4-2026 – 5890 Monroe St. in Sylvania, Ohio, also held this evening. Tony Rench with Weihe Engineers and Matt DeWood, the developer that owns the property provided some information regarding the planned project. Council asked a series of questions and numerous residents spoke out against the project. Nobody else spoke in favor. The public hearing was adjourned at 7:02pm.

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

Ordinance No. 133-2026 "…

Service Director's letter requesting approval of Change Order No. 1 (Final) was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No.

133-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to approve Change Order No. 1 (Final) to this City's agreement with Reemsnyder Decorating to provide and install carpet for the Craig A. Stough Municipal Building Office Improvements Project; decreasing the contract amount by $780.00; and declaring an emergency"; Ms. Stough moved; Mr. Haynam seconded for the passage of Ordinance No. 133-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Richardson, Murphy, McCann, Stough; (6) yeas; (0) nays. The motion carried.

approve CO 1 (Final) … Reemsnyder Decorating … carpet…"

Service Director's letter requesting approval of Change Order No. 1 (Final) was placed on file. Ms. Stough presented and read aloud by title only, proposed Ordinance No. 134-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to approve Change Order No. 1 (Final) to this City's agreement with Friends Office to provide office furniture for the Craig A. Stough Municipal Building Office Improvements Project; increasing the contract amount by $3,975.60; appropriating funds therefore; and declaring an emergency"; Ms. Stough moved; Mr. Hansen seconded for the passage of Ordinance No. 134-2026 as an emergency measure; roll call vote being: Stough, Haynam, Hansen, Richardson, Murphy, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No. 134-2026 "… approve CO 1 (Final) … Friends Office … furniture…"

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

Service Director's letter recommending approval of the agreement was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 135-2026, a written copy of same having been previously furnished to each Council member "Authorizing the Mayor and Director of Finance to enter into a Joint Cooperation Agreement on behalf of this City of Sylvania with the Sylvania Township Board of Trustees and the Lucas County Board of Commissioners for the Jamesford Woods, Spring Forest & other subdivision roads & Sylvania Avenue Resurfacing Project; and declaring an emergency"; Mr. Richardson moved; Mr. McCann seconded for the passage of Ordinance No. 135-2026 as an emergency measure; roll call vote being: Haynam, Hansen, Stough, Richardson, Murphy, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No. 135-2026 "… Joint Cooperating Agmt. … with Sylvania Twp. …"

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

Ordinance No. 136-2026 "Accepting … Revize, LLC … website redesign services…"

Service Director's letter recommending approval of the agreement was placed on file. Mr. McCann presented and read aloud by title only, proposed Ordinance No. 136-2026, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of Revize, LLC to provide website redesign services for the City of Sylvania's website; appropriating funds therefore in the amount of $109,017; and declaring an emergency; Mr. McCann moved; Mr. Haynam seconded for the passage of Ordinance No. 136-2026 as an emergency measure; roll call vote being: Haynam, Hansen, McCann, Murphy, Richardson, Stough; (6) yeas; (0) nays. The motion carried.

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

Ordinance No. 137-2026 "Authorizing …agreement with Naviant, LLC… digital permitting portal …"

Service Director's letter recommending approval of the statement of work and the agreement was placed on file. Mr. Hansen presented and read aloud by title only, proposed Ordinance No. 137-2026, a written copy of same having been previously furnished to each member of Council "Authorizing the Mayor and Director of Finance to approve the statement of work and to enter into an agreement with Naviant, LLC to create a digital permitting portal for the City of Sylvania; appropriating funds therefore in the amount of $41,000; and declaring an emergency; Mr. Hansen moved; Mr. McCann seconded for the passage of Ordinance No. 137-2026 as an emergency measure; roll call vote being: Richardson, Hansen, McCann, Murphy, Haynam, Stough; (6) yeas; (0) nays. The motion carried.

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

Ordinance No. 138-2026 "Accepting … West Erie Realty Solutions, Ltd… Brint/Main/Holland-Sylvania Roundabout…"

Service Director's letter recommending approval of the proposal was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 138-2026, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of West Erie Realty Solutions, Ltd. to provide right-of-way acquisition services relative to the Brint/Main/Holland-Sylvania Roundabout Project; appropriating funds therefore in the amount of $130,540; and declaring an emergency; Mr. Richardson moved; Mr. McCann seconded for the passage of Ordinance No. 138-2026 as an emergency measure; roll call vote being: Richardson, Hansen, Murphy, Haynam, Stough, McCann; (6) yeas; (0) nays. The motion carried.

Service Director's letter recommending approval of the proposal was placed on file.

Ordinance No. 139-2026 "Accepting… Brian W. Barnes & Co. … Brint/Main/ Holland-Sylvania Roundabout ..."

Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 139-2026, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of Brian W. Barnes & Co. to provide appraisal review services relative to the Brint/Main/Holland-Sylvania Roundabout Project; appropriating funds therefore in the amount of $18,250; and declaring an emergency; Mr. Richardson moved; Mr. McCann seconded for the passage of Ordinance No. 139-2026 as an emergency measure; roll call vote being: Hansen, Richardson, Murphy, Haynam, Stough, McCann; (6) yeas; (0) nays. The motion carried.

Ordinance No. 140-2026 "Accepting… JBH-RW… Brint/Main/ Holland-Sylvania Roundabout

Service Director's letter recommending approval of the proposal was placed on file. Mr. Richardson presented and read aloud by title only, proposed Ordinance No. 140-2026, a written copy of same having been previously furnished to each member of Council "Accepting the proposal of JBH-RW to provide relocation services relative to the Brint/Main/Holland-Sylvania Roundabout Project; appropriating funds therefore in the amount of $1,000; and declaring an emergency; Mr. Richardson moved; Mr. McCann seconded for the passage of Ordinance No. 140-2026 as an emergency measure; roll call vote being: Murphy, Richardson, Hansen, Haynam, Stough, McCann; (6) yeas; (0) nays. The motion carried.

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

Authorization to advertise for bids for Monroe St. Lighting Project

Mr. Hansen moved; Mr. Richardson seconded to authorize administration to advertise for bids for the Monroe Street Lighting Improvements Project (Harroun Rd. to Acres Rd.); roll call vote being: Haynam, Hansen, Richardson, Murphy, Stough, McCann; (6) yeas; (0) nays. The motion carried.

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

Ordinance No. 141-2026 "Revising… codified ordinances… eliminating… "IT Support Specialist…"

Mr. McCann presented and read aloud by title only, proposed Ordinance No. 141-2026, a written copy of same having been previously furnished to each member of Council "Revising the administrative, departmental, and divisional organization of the City and the codified ordinances thereof by eliminating the position of "IT Support Specialist"; amending Sylvania Codified Ordinance Section 129.045 to eliminate the "IT Support Specialist" and add a second "Information Technology Specialist" effective October 6, 2026; amending Sylvania Codified Ordinance Section 139.03(d)(3) – Definition and adoption of the compensation plan to eliminate the IT Support Specialist's salary; and

declaring an emergency; Mr. McCann moved; Mr. Murphy seconded for the passage of Ordinance No. 141-2026 as an emergency measure; roll call vote being: Haynam, Hansen, McCann, Murphy, Richardson, Stough; (6) yeas; (0) nays. The motion carried.

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

Setting Zoning & Annex. Comm. Meeting for 10-19-2026 at 6:30pm

Mr. Haynam moved; Ms. Stough seconded to schedule a Zoning & Annexation Committee meeting regarding SUP-3-2026 (8310 Sylvania-Metamora Rd.) on Monday, October 19, 2026 at 6:30pm (after the regular scheduled Council meeting and after the scheduled Employee and Community Relations Committee meeting) in Council Chambers located at 6635 Maplewood Avenue, Sylvania, Ohio; roll call vote being: Haynam, Murphy, Richardson, Hansen, McCann, Stough; (6) yeas; (0) nays. The motion carried.

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

Enter Executive Session

Mr. Murphy moved, Ms. Stough seconded to enter into Executive Session for the purpose of discussing pending litigation and security updates at 8:09 p.m.; roll call vote being: Stough, Haynam, Hansen, Richardson, McCann, Murphy; (6) yeas; (0) nays. The motion carried.

Exit Executive Session

Mr. Haynam moved, Mr. Hansen seconded to return from Executive Session to General Session at 8:35 p.m.; roll call vote being: Hansen, Richardson, Haynam, Murphy, McCann, Stough; (6) yeas; (0) nays. The motion carried.

Mayor Frye stated that no decisions were made during Executive Session.

Mayor Frye stated that all items have been addressed.

Adjournment

Mr. Hansen moved, Mr. Murphy seconded to adjourn at 8:38pm Roll call vote being: Hansen, McCann, Stough, Murphy, Haynam, Richardson; (6) yeas; (0) nays. The motion carried.

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Clerk of Council Mayor