



2023 ANNUAL REPORT TO CITIZENS

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## Township Information

### Contacts

#### **Elected Officials**

<u>Name</u>	<u>Position</u>	<u>Telephone</u>	<u>E-Mail</u>
John Crandall	Trustee	(419) 882-0031	jcrandall@sylvaniatownship.com
John Jennewine	Trustee	(419) 882-0031	jjennewine@sylvaniatownship.com
Neal Mahoney	Trustee	(419) 882-0031	nmahoney@sylvaniatownship.com
David Simko	Fiscal Officer	(419) 882-0031	dsimko@sylvaniatownship.com

#### **Administration**

Oliver Turner	Administrator	(419) 882-0031	oturner@sylvaniatownship.com
Lula Jiamachello	Human Resource Officer	(419) 882-0031	ljiamachello@sylvaniatownship.com
Samantha Didion	Project Specialist	(419) 882-0031	sdidion@sylvaniatownship.com
Imran Mirza	Accounting & Budget Supervisor	(419) 882-0031	imirza@sylvaniatownship.com
Vicki Alspach	Fiscal Coordinator/ Analyst	(419) 882-0031	valspach@sylvaniatownship.com

#### **Planning & Zoning Department**

Daryl Graus	Planning & Zoning Manager	(419) 885-5276	dgraus@sylvaniatownship.com
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#### **Road & Service Department**

Rob Nash	Road Superintendent	(419) 882-0031	rnash@sylvaniatownship.com
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#### **Safety Services**

Fire & Police Emergency		Dial 9-1-1	
Paul Long	Chief of Police	(419) 885-4962	plong@sylvaniatownshippolice.com
Jim Rettig	Deputy Chief	(419) 720-3008	jrettig@sylvaniatownshippolice.com
Mike Ramm	Chief of Fire	(419) 882-7676	mramm@stfd-oh.gov
Chris Nye	Assistant Chief	(419) 882-7676	cnye@stfd-oh.gov

### Meeting Schedules

#### **Trustees**

Regular Meetings: 1<sup>st</sup> & 3<sup>rd</sup> Tuesdays of the Month at 5:00 PM

Special Meetings: Subject to call with 24-hour notice on the webpage at [www.sylvaniatownship.com](http://www.sylvaniatownship.com)

**Zoning Commission** 2<sup>nd</sup> Wednesday of the Month at 6:00 PM

**Zoning Board of Appeals** 1<sup>st</sup> Monday of the Month at 5:00 PM



## 2023 Summary

Sylvania Township experienced steady growth in 2023 and provided the level of service and efficiency expected by the residents and businesses of this community.

The following is a department-specific report on events and accomplishments throughout the past year. The reports were prepared by each Sylvania Township department head and support staff; coordinated and compiled by Project Specialist Samantha Didion.

The township strives for efficiency but also stresses transparency. Township trustees, with the township fiscal officer, meet twice monthly, and the Sylvania Township Zoning Commission and the Sylvania Township Board of Zoning Appeals each have monthly meetings scheduled. These meetings can be attended in person or virtually powered by GoToMeeting. Meeting minutes, agendas, and content are available 24/7 via the Sylvania Township iCompass portal <https://sylvaniatownship.civicweb.net/Portal/>.

Residents can stay informed by visiting [www.sylvaniatownship.com](http://www.sylvaniatownship.com) or visiting the Township's Facebook page. The site and Facebook page offers news stories and an extensive amount of information.

Sylvania Township government is proud of this community and works to maintain and enhance the assets which contribute to the benefits our residents enjoy.





## **Administration**

The administrative staff of Sylvania Township is led by the township administrator. The administrator is charged with the oversight of all township operations at the direction of the three-member Board of Trustees and the Fiscal Officer.

Additionally, the administrator supervises and directs the activities and affairs of the various departments, recommends measures for adoption by the Board, and keeps the Board up to date on overall financial conditions and day-to-day operations of the township.

In addition to the administrator, the administrative team consists of a human resources officer, a project specialist, a part-time administrative assistant, a fiscal analyst, a payroll specialist, a part-time accounts payable specialist, and a part-time accounting/budget supervisor.

The township contracts Sylvania Advantage for public information services; duties include writing and disseminating information to the public.

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### ***Administration***

Sylvania Township Administration worked to advance the quality of life for its citizens and stakeholders during 2023 through a variety of initiatives. This work is completed with the approval of and oversight by the Sylvania Township Board of Trustees and the Sylvania Township Fiscal Officer. The following is a summary of significant examples.

#### **AMERICAN RESCUE PLAN ACT**

Sylvania Township Administration is actively coordinating the use of over \$3,200,000 in American Rescue Plan Act funds. These funds have been authorized by the Federal government to assist the Township in responding to the COVID-19 pandemic. Funds are being expended under the program's revenue loss option. The diligence of the Fiscal Department and department heads in administering the funds assures their use benefits the community.

#### **JOINT ECONOMIC DEVELOPMENT DISTRICT**

The Sylvania Township – City of Sylvania Joint Economic Development District was authorized in 2020 and the 2023 calendar year marks the third full year during which the Joint Economic Development District was active and during which revenues were generated. Sylvania Township and the City of Sylvania continue to collaborate in considering other properties that may wish to voluntarily join the Joint Economic Development District.

#### **ANNEXATION AGREEMENT**

In February 2021, the Sylvania Township Trustees and the Sylvania City Council agreed upon a historic annexation agreement. The agreement provides a framework to promote community cooperation, fairly resolve issues involving annexation, encourage future economic development, maintain the fiscal strength of the Township, and preserve Township services. The initial term of the structure will last through December 31, 2031.

#### **SAFE ROUTES TO SCHOOL**

During 2023, Sylvania Township partnered with the Sylvania Schools to successfully obtain over \$490,000 in grant funding to complete infrastructure improvements near six school buildings located in the



unincorporated. The improvements will facilitate safety improvements for students to travel to school. The Lucas County Engineer’s Office is working collaboratively to design the safety improvements during 2024 with construction anticipated to start as early as 2025.

### TRANSPARENCY

During 2023, the Township continued to offer a virtual option for citizens and stakeholders to attend public meetings.

### PUBLIC ENGAGEMENT

Sylvania Township hired local web design company Flanders Creative to redesign the Sylvania Township website. The new site launched on September 6, 2023. The site design was focused on user-friendliness. In addition to the website, Flanders Creative rebranded the Sylvania Township logo with a new primary and secondary logo, font, and color scheme.

Primary Logo



Secondary Logo



Sylvania Township continued to decorate the exterior of Township Hall for the fall and winter holiday seasons. In 2023, décor was expanded to spring and summer, continuing to make the cornerstone of the Township one all residents can be proud of.

Township employees collected food and personal hygiene products for the Sylvania Area Family Services pantry, continuing efforts to give to this wonderful outreach program assisting Sylvania families.

Sylvania Township continued its partnership with the Keep Toledo/Lucas County Beautiful Adopt-a-Road program. Employees volunteer to remove litter from a 2-mile section of Lucas County roadways located within the Township limits 3-4 times a year (N. Holland Sylvania from Brint to W. Sylvania Ave to Whiteford Rd). In 2023 employees continued to branch out to other areas of the Township in need of litter cleanup. Over three cleanups we had over 30 volunteers and collected over 60 bags of trash, as well as numerous large items!

In 2023, the Township, in association with the Sylvania Senior Center, developed a program “Let’s Be Friends,” to address the issue of some senior citizens feeling disconnected and lonely. This is a voluntary program on the part of both the Seniors and Township employees. The Program and Services Coordinator at the center matches a Senior with a Township volunteer who has like interests making the initial connection between the “friends” easier. This pilot program is scheduled to begin in February 2024.

### TECHNOLOGY

Sylvania Township embraces our evolving world of technology. A new audio/visual system was installed in the multipurpose meeting chamber room. The new equipment provides a better viewing experience for those attending virtually and in person, as well as providing hearing assistance devices.



## Administration –HR

RECRUITMENT AND STAFFING: As of 12/31/2023

Sylvania Township recognizes that our team members are one of our greatest assets. Sylvania Township has maintained a record of long-term employment with an average of 12.5 years of seniority, with the Police department topping the list with an average of 14 years.

In 2023, fifty-five (55) active team members had 20 or more years of service with Sylvania Township across various departments. This represents 34% of Sylvania Township team members.

We value the great team and appreciate the hard work that goes into serving the residents and stakeholders of Sylvania Township.

Full-Time	158	Years of Service	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 +
Part-Time	6		56	24	24	5	34	21
<b>Total</b>	<b>164</b>							

The following is an overview of staffing changes in 2023.

Department	Internal Promotions	New Hires	Open Positions
Administration	----	----	----
Fire	1 - FT	10 - FT	10 - FT
Police	----	10 - FT	7 - FT
Road & Service	----	----	----

### Hires:

Sylvania Township welcomed twenty (20) new team members in 2023, as follows:

Department	Name	Position
Fire	Nicholas Bechtel	Firefighter/Paramedic
	Aaron Cunningham	Firefighter/Paramedic
	Chase Linnenkugel	Firefighter/Paramedic
	Anthony Macari	Firefighter/Paramedic
	Tyler Pier	Firefighter/Paramedic
	Joseph Seddelmeyer	Firefighter/Paramedic
	Christopher Weber	Firefighter/Paramedic
	Nicholas Wentz	Firefighter/Paramedic
	Daryll Yarger	Firefighter/Paramedic
	Thomas Yunker	Firefighter/Paramedic

Department	Name	Position
Police	Leah Fahrer	Police Officer
	Matthew Grant	Police Officer
	Ke'Lana Green	Cadet
	Rachal Hamilton	Police Officer
	Matthew Johnson	Police Officer
	Matthew Nicely	Police Officer
	Taylor Perry	Cadet / Police Officer
	Scott Reed	Cadet / Police Officer
	Daniel Renda	Police Officer
	Jillian Woodruff	Cadet / Police Officer



**Promotions:**

Sylvania Township had one (1) promotion in 2023, as follows:

Department	Name	Promoted Position
Fire	Nathaniel Miller	Lieutenant

**Retirements:**

We want to thank the following four (4) team members for their service and wish them well in their retirement from Sylvania Township in 2023:

Name	Department	Ending Position	Years of Service
Robert Austin	Police	Lieutenant	28 years, 2 months
Daniel Herrera	Police	Police Officer	30 years, 5 months
Tina Seney	Police	Detective	25 years, 5 months
Michael Street	Fire	Firefighter/Paramedic	25 years, 2 months

HEALTH AND WELLNESS:

Sylvania Township, with collaboration between the Healthcare Committee and the Board of Trustees, expanded and changed the Benefit Group Health Plan and switched our TPA provider to Allied Benefits System LLC., including our Medical and Prescription to Aetna® and MedOne®, effective January 1, 2024.

The Township actively promotes health and wellness to all team members. Along with the Benefit Group Health Plan and the Wellness Program, the Township held an onsite Flu-Clinic for team members and their family members on September 27<sup>th</sup>, with 30 participating.

This year, the Wellness Committee had 79% of employees actively participate in various wellness events throughout the year. The most attended events were Healthy Food Truck Day, the Border Battle Food Drive, the Hydration Challenge, the Sugar Challenge, Healthy Soup Cook-Off, and Physical/Gym Activity Logs.

WORKERS' COMPENSATION:

Sylvania Township actively participates in eligible BWC premium rebates, discounts, and grant programs. In total, Sylvania Township received payment in the form of premium rebates and dividends in 2023 amounting to \$29,726.74.

Type	Name	Amount
Discount	Early Payment Discount	\$2,931.74
Rebate	Go Green Rebate	\$1,375.00
Rebate	Drug-Free Safety Program Rebate	\$7,651.00
Rebate	Lapse Free Rebate	\$1,375.00
Rebate	Industry-Specific Safety Rebate	\$3,279.00
Bonus	Transitional Work Performance Bonus	\$10,929.00
Rebate	Safety Council Participation Rebate	\$2,186.00

The Wellness and Safety of our team members is of the highest importance to Sylvania Township. Our team members are dedicated to on-the-job safety practices which are exercised each day. Our partnerships with the Ohio BWC and various local, state, and national safety councils provide the Township with invaluable resources, in which our team members actively participate.





## Administration - Finance

The Sylvania Township fiscal office is responsible for keeping township budget figures up to date and conferring with department heads when they notice a trend that could lead to problems.



That practice is beneficial in achieving the under-budget numbers achieved by all four major budget groups in 2023.

David Simko, Sylvania Township Fiscal Officer, has stated that although the basics in the office are based on accounting, a strong asset of the employees is in communicating and consulting with other departments.

According to Fiscal Officer Simko, credit for keeping spending under budget should go to all department heads and employees, but a share of it also goes to the fiscal department which keeps an eye on expenses on a day-to-day, week-to-week basis.

Operating expenditures for 2023 by the general fund were \$1,749,472; or 91.8 percent of what had been budgeted; the road and bridge fund expended \$2,626,195; or 83 percent of its budget; the police fund spent \$7,038,363; or 95.2 percent of its budget and the fire fund spent \$11,559,407; or 93.4 percent of its budget.

## Planning & Zoning Department

### PERMITS

The Sylvania Township Zoning Department issued 489 zoning permits in 2023. The total estimated value of the projects for which permits were issued was \$53.4 million. Of these 489 zoning permits issued, 64 were for new single-family dwellings. The total estimated value of these dwellings was almost \$24.2 million representing an average of \$378k per dwelling. Approximately 56% of the new homes built in the Township were in four subdivisions: *Quarry Ridge (12)*, *Waterside Sylvania (10)*, *Eagle Creek (7)*, and *Walnut Springs (7)*.



### Select commercial, industrial, and institutional zoning permits issued in 2023 include the following...

<b>First Apostolic Church</b>	5701 W. Sylvania Ave.	\$1.5 million renovation of the church.
<b>Huntington National Bank</b>	3950 N. McCord Rd.	\$90k commercial renovation.
<b>SRK Sylvania Associates</b>	6930 W. Central Ave. (former Giant Eagle)	\$1.5 million commercial interior renovation for new indoor self-storage business.
<b>Dollar Tree</b>	5644 Whiteford Rd. (former Family Dollar)	\$310k commercial renovation of former Family Dollar retail store.
<b>PNC Bank</b>	6770 W. Central Ave.	\$65k commercial interior renovation.
<b>H2Flow</b>	7629 New West Rd.	\$2.1 million new construction of commercial building.
<b>Sylvania Storage</b>	6928 W. Central Ave. (former Giant Eagle)	\$416k for re-roof for a new indoor self-storage facility.
<b>Gordon's Food Service</b>	5735 W. Central Ave.	\$1.8 million commercial interior renovation.
<b>Adrian Steel</b>	7960 W. Central Ave. (old Harley Davidson)	\$525k commercial interior renovation.
<b>Tireman Auto Service Center</b>	3159 King Rd.	\$100k commercial renovation.



<b>Whitewater Express</b>	5762 W. Central Ave.	\$1.5 million construction of new car wash.
<b>Dollar Tree</b>	7464 W. Sylvania Ave.	\$1.9 million new construction of retail store.
	7120 Port Sylvania	\$158k re-roof of commercial office building.
	5079 Monroe St.	\$80k commercial renovation for new bar.
<b>Sycamore Investments, LLC (Innovative Handling)</b>	7755 W. Sylvania Ave.	\$2.3 million industrial building addition
<b>Abbey Agatha, LLC</b>	7634 W. Central Ave.	\$140k commercial building alteration.
<b>S &amp; S Fuel Ventures, Inc.</b>	5410 W. Alexis Rd.	\$103k commercial gas station canopies.
<b>Yark Automotive storage lot</b>	7836 W. Central Ave.	\$56k commercial alteration to add two truck canopies.
<b>Percentum Road Retail Center</b>	3160 Percentum Rd.	\$4 million construction of new 37,576 sq. ft. retail strip center (Aldi, Five Below, Pet Supplies Plus)
<b>Kidstrong</b>	5203 Monroe St., Ste. 100B	\$250k commercial interior renovation for a daycare business.
<b>True North Energy (Shell)</b>	4946 Whiteford Rd.	\$75k commercial interior renovation of existing gas station.
<b>Team Recovery</b>	5217 Monroe St.	\$745k commercial interior renovation for rehab facility.
<b>Five Below</b>	5235 Monroe St.	\$50k commercial alteration.

### **PLAN REVIEW**

An above-normal number of applications for Project Plan Review were received in 2023 (PPR is the site plan review process for new commercial and multifamily projects). A few noteworthy ones include...

<b>Carter Lumber</b>	2716 N. Reynolds Rd.	Multiple new buildings
<b>Dollar Tree</b>	7464 W. Sylvania Ave.	New retail store
<b>Sycamore Investments, LLC (Innovative Handling)</b>	7755 W. Sylvania Ave.	Building addition, site improvements
<b>Percentum Road Retail Center</b>	3160 Percentum Rd.	New retail shopping center
<b>Sheetz</b>	6038 W. Central Ave.	New gas station/convenience store
<b>Signature Storage</b>	3506 N. King Rd.	New self-storage facility
<b>Take 5 Car Wash</b>	7050 W. Central Ave.	New car wash business
<b>YMCA</b>	6517 W. Sylvania Ave.	Expansion, site improvements of existing recreational facility

### **ZONING BOARDS**

In addition to issuing zoning permits and reviewing plans for new projects in the Township, the Zoning Department serves as staff support for each of the Township's two zoning boards: the Zoning Commission and the Board of Zoning Appeals (BZA), as well as providing expertise on zoning matters to the Board of Township Trustees.

Noteworthy, approved zone changes include...

<b>ADDRESS</b>	<b>PRIOR ZONING</b>	<b>APPROVED ZONING</b>
8180 W. Sylvania Ave.	M-3 Heavy Industrial	S-1 Special
2445 Wilford Rd.	PUD (Planned Unit Development)	R-A Low-Density Residential
9330 Brint Rd.	A-3 Agriculture	R-4 PUD (High-Density Residential Planned Unit Development)
4914 Whiteford Rd.	C-4 PUD (Office Planned Unit Development)	C-2 PUD (General Commercial Planned Unit Development)
4828 & 4752 Whiteford Rd.	R-A Low-Density Residential	R-4 PUD (High-Density Residential Planned Unit Development)
3203 Fairbanks Ave.	R-A Low-Density Residential	C-2 General Commercial



## **ZONING COMPLAINTS/VIOLATIONS**

The Sylvania Township Zoning Code Enforcement Officer investigated 168 complaints of zoning violations in 2023. Just over half (87) of these complaints were related to high grass and/or debris on a property. Additionally, the Compliance Officer continued, as time allowed, to conduct township-wide sweeps addressing zoning violations that had not previously been brought to the department's attention. Approximately ten percent (15) of the complaints were related to violations of the Township's new Property Maintenance Code passed in early 2022.

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## **Road & Service Department**

Sylvania Township Road & Service Departments provides a variety of services to the Sylvania community. The department consists of the Superintendent, Service Manager, three Mechanics, a Road Foreman, ten Utility workers, and one facilities maintenance employee.

The Road Department maintains 138.23 miles of township roads and infrastructure. Maintenance of effort in 2023 included 5.05 miles of roads resurfaced, 4.68 miles of roads crack sealed, 1,117 linear feet of curb replacement, 23 ADA ramp replacements, 2,223 linear feet of storm sewer improvements, and 305 catch basin repairs. Road crews distributed 13,000 gallons of Salt Brine, and 1,100 tons of salt to ensure safe roads and facilities during the winter months. In addition to Township Roads, there are 30 miles of County roads and 10 miles of State roads the Road Department provides services. These services include our annual Household pick-up that collected 245 tons of material, spring brush and leaf cleanup, fall brush and leaf pickup, street sweeping, roadside mowing, tree trimming and removals, obnoxious weed control, and dead animal recoveries.

In 2023 the department replaced three 2006 model trucks by purchasing a new International plow truck, and two Ford pickup trucks. These investments will allow us to continue providing premium services and reduce fleet maintenance repair costs.

The Service Department performs maintenance, inspections, and timely repairs to over 180 pieces of equipment and vehicles. The service department responded to 513 Service Requests and completed 841 Work Orders. These included biannual inspections and services, annual Department of Transportation Inspections, and the National Fire Protection Agency Annual Pump and Aerial Inspections. We have Master Automotive Service Excellence certified mechanics and Master Emergency Vehicle Technicians on staff who keep our equipment in safe operational condition.

The facilities maintenance for Administration, Police, and Road is accomplished by one maintenance employee. A wide range of duties are performed in this position, minor HVAC and boiler repairs, lawn care, light construction, general cleaning and maintenance, snow and ice control, and providing department heads with estimates for major repairs and projects. Retiring the Police Dispatch room and remodeling it was a major project this year. Working at two locations in 5 facilities is a challenge throughout the year.

The Road and Service Department is pleased to serve the community and looks forward to a productive 2024.





## Police Department

The budget for the police department was approved at the end of 2023. Our Department has an excellent reputation for working within our budget, and this year was no exception. Due to prudent budget management, including ongoing grant applications and careful use of federal funds, we have continued to operate under the same levy since 2004.

The purchase of three new fleet vehicles was completed in 2023, with the vehicles delivered at the end of the year. We expect to equip and roll these new vehicles onto the line in the coming months. We continue to annually maintain and replace vehicles on a rotational schedule.

In 2023, we welcomed nine new officers to the police force! Five of these officers were hired laterally, and another three were sent through police academies, funded by our department. All but three new officers are now on the road full-time, with those in training expected to be released in the coming months. This increases our number of sworn officers to 46.

Our Community Affairs officers wasted no time getting into the swing of 2023! Safety Township was, once again, a fully attended and well-organized event, and we are grateful for the continued support from Sylvania School teachers. Community Affairs officers also participated in the Fall Festival, attended job fairs and school events, and even adopted a family for Christmas from each of the four local elementary schools. For the second year in a row, the police department won the Holiday Decorating contest between the departments! The trophy remains proudly on display in our front lobby.

The dispatch center received 13,827 calls for service in 2023, a significant decrease from 2022. Across the board, we saw a decrease in crime activity within Sylvania Township, with a total amount of crime reports decreasing by almost 300 since 2022! We credit this to the diligence and consistency of our officers, and the hard work put forth by all employees within the police department.

There was one homicide in 2023, with both suspects located and arrested internationally with assistance from local, nationwide, and federal agencies.

Police Department Mission Statement: *We are committed to excellence in providing effective high-quality service to our community in a professional and courteous manner. We work in partnership with the community to improve our quality of life. We protect everyone's rights and property and treat each person we encounter with the respect and dignity they deserve.*



## Fire Department

The Sylvania Fire-EMS is administered by the Trustees of Sylvania Township. The Fire Department services both Sylvania Township and Sylvania City with an area of 28.6 sq. miles and a population of approximately 50,000 residents. Our department has an administrative staff of 1 - Fire Chief, 1- Assistant Chief, 3- Battalion Chiefs, 3 - Administrative Assistants, 1 -Captain, 1- Fire Marshal, 1 part time-Fire Inspector, 12 Lieutenants, 70 career firefighters/paramedics working 24-hour shifts from 4-fire stations located



throughout the City and Township. We strive to always provide the best in professional emergency services, community risk reduction, and public education services, from our highly trained and skilled firefighters/paramedics.

Our crews answered the calls for service with an ongoing commitment to excellence in service. STFD has also continued to adapt to the operations of the consolidated dispatch center and Battalion Chief Mike Szafarowicz has served as a key liaison in these efforts.

The Department has been able to replace the vehicles that we were waiting to be delivered. These are the engines that were on backlog due to supply chain challenges. What used to take approximately 12 months for a new Fire Engine to be delivered is now taking as long as 24 months. The same challenges are being encountered with the delivery of Transport vehicles. A new Ambulance used to take less than 12 months but is now taking between 18 – 24 months for delivery. With these delays, the department did take delivery of the transport unit that was ordered in December of 2020. We will continue to move up the replacement dates on other vehicles in the fleet that need replacing to stay in front of the need.

The STFD remains involved at the state level to develop a possible billing stream for our Community Paramedicine program or MIH. Chief Ramm and Lt. Wittkop continue to travel to Columbus to be active in committees at the state level to work with the elected officials on these issues. A bill has been presented to the State for possible billing streams for MIH/Community Paramedic visits. Sylvania Fire is continuing to work with LCEMS on the transition for the current ALS transport system. The department is ahead of the curve and is ready for the transition to the department transporting ALS patients in Sylvania transport vehicles.

2023 was a year to start preparing for several retirements coming up in 2024 and 2025 with officer development classes for all who are eligible to fill possible retirement positions.

**COMMUNITY EVENTS:** Sylvania Fire-EMS continues to participate in many Community and Downtown Sylvania Events. This year we had a booth at the Fall Festival and the Sylvania Business Expo at which we handed out fire prevention materials and candy. Our crews also attended several “trunk or treat” events this fall.

- Sylvania Chamber of Commerce Spring Expo.
- Northview / Southview High School Career Day
- Senior Health Fair
- Safety City / Safety Town
- Centennial Terrace – Approximately 20 events
- Glass City Marathon
- Multiple Triathlons / Running Events
- Farmers Market (Engine and Safety Trailer)
- Multiple Events at Olander Park
- Sylvania Country Club Fireworks
- Sylvania Fireworks
- Sylvania Chamber of Commerce Fall Festival
- Lourdes University Campus Fire Drill / RA Training
- Shop With a Hero (Meijer and Walmart)
- Sylvania Area Family Services Commodities Pick Up (Assisted 4 times throughout the year)



Throughout the year FM Hillard Continues to install smoke alarms in homes throughout Sylvania City / Sylvania Township as needed.

**COMMUNITY RISK REDUCTION:** Once again Fire Marshal Hillard and Inspector Wambo attended the Fire and Life Safety Expo in Columbus. This annual conference provides 16 hours of continuing education training.

To streamline our food truck inspection process local fire departments got together at the Lucas County Rec Center and provided multiple days this year in which all our local food vendors could stop by and have their vehicle inspected. We had over 60 food trucks/trailers stop by during this time.

Fire Marshal Hillard developed a false alarm policy which was implemented this year. This seems to have helped identify and reduce false alarms.

Fire Marshal Hillard and Fire Inspector Wambo provided live fire extinguisher training to multiple businesses and facilities again this year.

The fire department filled its full-time fire inspector's position this year. Inspector Dave Shuttles was appointed this year to fill that much-needed role. Dave has been with the department since 2005. Dave's hiring will help the Community Risk Reduction Bureau move forward and provide a better service to our community. Dave officially started in his new role on January 2, 2024.

2023 Plan Reviews: 123 construction/fire life safety system plans were reviewed, generating almost \$10,000 in revenue for 2023.

2023 Inspection Total: 950

**TRAINING:** During 2023, crews completed 9077 hours of Fire and EMS training. The training consisted of organized sessions both on and off-duty, in-person and as assigned through online resources.

In addition to internal training, some training sessions were attended by crew members off-site, and that information was brought back to be shared throughout the rest of the department, through internal training sessions. We also continued to bring in outside instructors from these institutions. This allowed us to train the whole department at a fraction of the cost of sending each person individually out on these trainings. It also allowed us to personalize this training to our crews and equipment. We will continue to pursue opportunities to bring in outside instructors in 2024 to continue the consistency of training in the department.

Summary of training:

- Most of our internal training was spent on search and rescue at KRTF and A+ Storage.
- We also ran four new recruit orientation weeks.
- Multiple leadership training was offered to Officers and Acting Officers to improve daily leadership and scene command.
- Additional leadership training was provided to individuals with the desire to be promoted to upper management positions.





- We conducted our annual live fire burn to allow fire instructors to recertify.
- A Line of- Duty Death study was presented to the crews which led to a series of other training that were identified as issues on that scene. These trainings included size-up, thermal imaging, pumps, and command trainings.
- External instructors were brought in to assist with the training of pumps, hazmat with meters, size-up, and command.
- One shift conducted some cross-training with Toledo Fire/ Rescue that we hope to continue next year with all shifts.
- Multiple members were sent to BG State Fire School, for their weekly training provided in May and October.
- Crews began training on the new RSI EMS protocol that will take effect in 2024.
- The department also fits in training sessions required by the Township.

**GRANTS:** The fire department received the following grants in 2023:

1. Ohio EMS Grant Award of \$3,015.52 for equipment and supplies.
2. American Rescue Plan Act Grant purchases - Upgrade PA systems at all stations, purchase Panasonic Toughbooks for medic units, replace carpet at Station 61, replace windows at Station 62, and pay consolidated dispatch fees totaling \$798,760.68.
3. Ohio Department of Public Safety - Ohio Emergency Management Agency Grant - First Responder Wellness, Recruitment, Retention and Resiliency award of \$276,000.00.
4. Coronavirus State & Local Fiscal Recovery Funds / State of Ohio Office of Budget & Management Grant - Ohio Ambulance Transportation Program Premium Pay award of \$20,000.00.

**COMMUNITY PARAMEDICINE/MOBILE INTEGRATION OF HEALTH:** Health, Education, Resources, and Outreach – HERO is new to the Northwest Ohio provision of healthcare approach using patient-centered care models to serve the needs of Sylvania and Springfield Township residents. The mission is to assist those in our communities who may experience unmet needs or navigation of their specific health-related concerns for many reasons. The HERO program launched as a joint venture between Sylvania and Springfield Fire in 2020. The focus is multifaceted, but primarily, it works with residents, providers, insurance, and other agency programs to find solutions for unmet needs. The Quadruple Aim (Figure 1) is a driving mission force for what we want to accomplish through the HERO program.



Figure 1 – The Quadruple Aim

Services provided by HERO can include health maintenance education and evaluation. Connection to providers. Medication review. Fall prevention tactics. Care coordination. Home safety evaluation and checks along with others. In many ways, the overall strategy is to ensure community members at risk are



supported through multiple aspects to be safe in the home and help meet their needs, which only sometimes requires Using a first-response unit. Referrals are requested through Sylvania Fire & EMS at 419-882-7676 or directly at 567-408-6787.

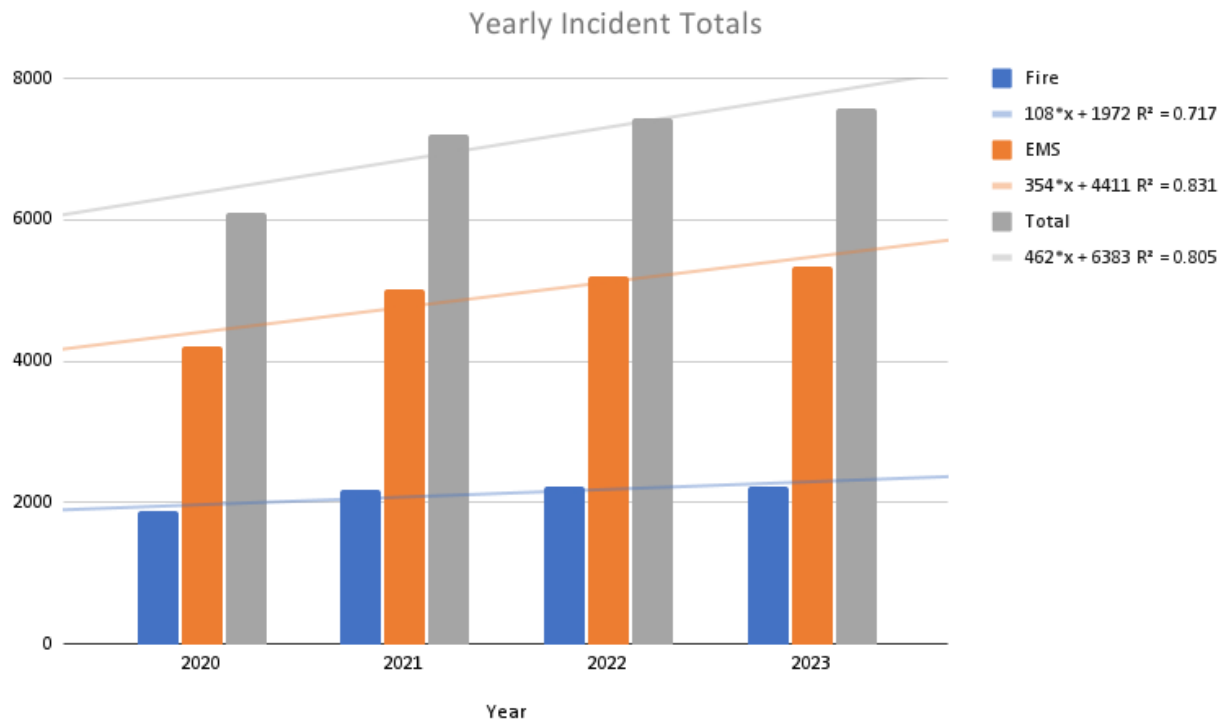


Figure 3- 554 increase.

The HERO program has been operating at a limited capacity of one day a week since its inception. Data review indicates this program can help serve our citizens while assuring the adequate availability of first-response units for service. Plainly stated, the program has flattened the curve of increasing 911 calls for 554 services to the Sylvania Township Fire Department (Figure 2). Before the start of HERO, Sylvania Township experienced a significant increase of 35%, with 554 NFIRS lift assist calls from 2018 to 2020. Approaching one of our frequent users of the 911 system NFIRS code 554 differently than this department has ever attempted has nearly eliminated or flattened a previous increase of 35% in three years. An increase in numbers has also been prominent in Ohio in NFIRS 554 lift assist calls and the Sylvania Township Fire 911 requests. The state of Ohio experienced a 23% increase in 554 calls when reviewing

State of Ohio Fire Department Response to Invalid Assist (554)

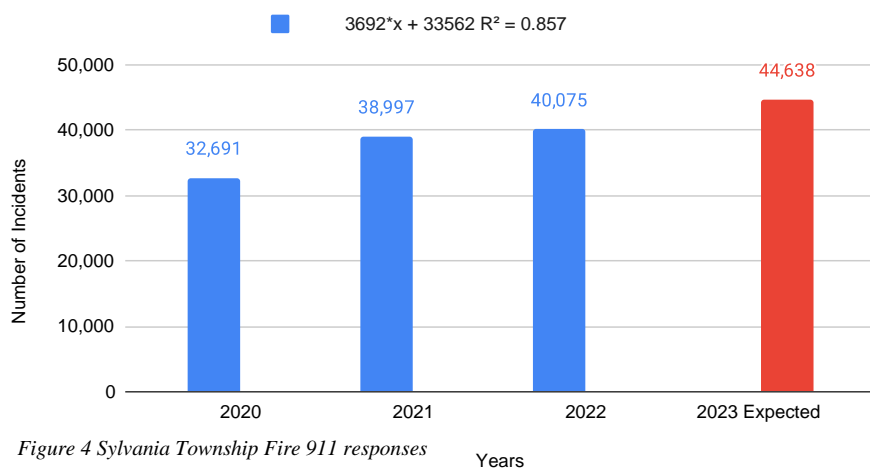


Figure 4 Sylvania Township Fire 911 responses

2020-2022 data provided by Anita Metheny, Assistant Chief OFIRS Program Manager. With the linear projection of 2023, the increase could adjust to nearly a 36% increase, but at the time of this report, the 2023 data has yet to be confirmed but rather trended. Sylvania Township has had an overall 24% increase in 911 calls during the same period the HERO program has been functioning. Figure 4 illustrates





how overall calls for service have increased, but 911 calls related to 554 lift assist NFIRS codes have flattened or stayed relatively constant (Figure 2). Why would this occur? The decrease of 554 lift assist can be attributed to the work the first responder and other community agencies identify early in the care of an individual who seeks assistance through the 911 system but may have improved outcomes with a different approach, such as the HERO program. When considering the Quadruple aim, one target includes improving population health through prevention and managing public health. When we have succeeded in meeting that resident's needs through HERO, the need for the first responder unit has decreased, leaving that first response unit ready for what it was designed to mitigate. One common intervention by HERO is the implementation of fall prevention techniques to decrease falls. A fall can not only tie up a first responder from emergency calls, but it can also contribute to injury for the community resident which statistically can be catastrophic after the age of 65. Another aspect of the Quadruple aim is to enhance the patient's experience. HERO further helps control costs through an appropriate response, specifically nonemergent calls, compared to emergent calls and that needed level of response.

As the Sylvania Township Fire Department moves into 2024 and beyond, the goal will be to continue to evaluate 911 responses and apply innovative methods, such as what HERO has done to help meet the needs of those in the communities. The goal includes meeting the needs of those in the communities while evaluating effective methods of applying fiscal responsibility and having the correct resources available for the correct incident in the Sylvania Township Fire Department jurisdiction.



<https://www.cdc.gov/falls/facts.html#:~:text=Each%20year%2C%20millions%20of%20older,than%20half%20tell%20their%20doctor.&text=Falling%20once%20doubles%20your%20chances%20of%20falling%20again.>

***Fire Department Mission Statement:** Our Mission is to prevent and minimize the loss of life and property damage from fire to our citizens and visitors; to provide high-quality emergency medical services; to mitigate the consequences of natural and man-made disasters; and to provide non-emergency support services within our realm of expertise through highly skilled, trained, and dedicated personnel. We will accomplish this mission through fire suppression, emergency medical response, care and transport, rescue, code enforcement, public education, fire investigation, and professional development training.*

*Our Firefighters:*

- \*may risk their lives to save a life*
- \*may put themselves at moderate risk to save property*
- \*will risk nothing to save life or property that is already lost or destroyed*



## APPENDIX

### Sylvania Township by the Numbers

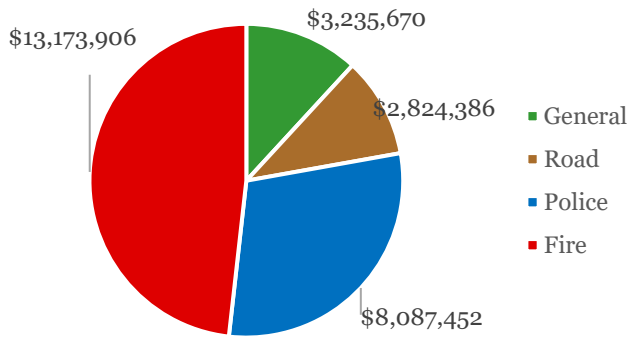
#### Township Hall Staff (Holland-Sylvania Rd.)

<u>Employees</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Management/HR/Support	4	4	4
Planning & Zoning	3	3	3
Finance	4	4	4
Total	<b>11</b>	<b>11</b>	<b>11</b>
Vehicles	1	1	1

### Finance Department

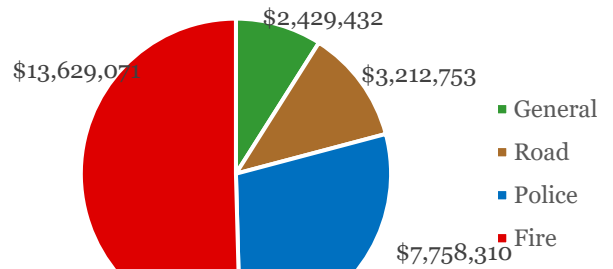
**2023** (Includes both operating revenue and transfers)

Revenue



Total: \$27.321 Million

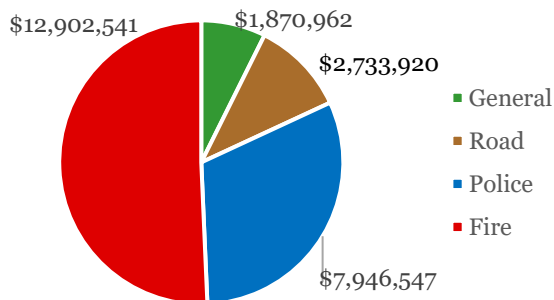
Expenditures



Total: \$27.029 Million

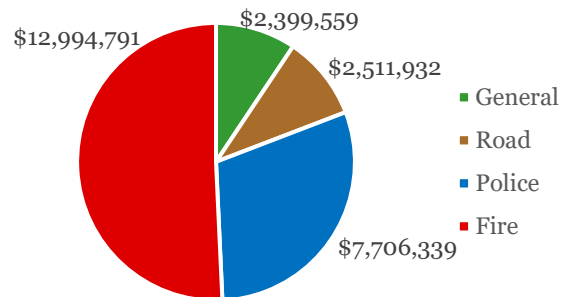
**2022**

Revenue



Total: \$25.453 Million

Expenditures



Total: \$25.612 Million



## Planning & Zoning Department

	<u>2021</u>	<u>2022</u>	<u>2023</u>
Single-Family Permits	129	72	64
Total Zoning Permits	559	512	489
All Permit Values (\$millions)	\$54.2	\$64.0	\$53.4
Zoning Enforcement	229	215	168
Zoning Commission Meetings	5	9	9
Zoning Board of Appeal Mtgs.	10	6	7

## Road & Service Department

### (Holland-Sylvania Road)

	<u>2021</u>	<u>2022</u>	<u>2023</u>
Road Resurfaced (miles)	4.58	4.96	5.05
Roads Crack Seal	4.06	2.41	4.68
Road Patch (tons)	30	44	25
Concrete (ADA & Sidewalk)	1,600 ft <sup>2</sup>	2,686 ft <sup>2</sup>	1,436 ft <sup>2</sup>
Concrete Curb	353 LF.	1,362 LF.	1,117 LF.
Storm Sewer Improvement	300 LF.	1,215 LF.	2,223 LF.
Ditch Clean Out (# locations)	3	4	4
Catch Basin Repairs	69	71	305
Ice & Snow Control (O.T. Hrs.)	284.5	226	209
Salt Use (tons)	1,400	1,200	1,100
Brine Use (gallons)	43,000	40,000	13,000
Leaf Collection (yd <sup>3</sup> )	23,680	22,802	27,405
Brush & Tree Collection (yd <sup>3</sup> )	2,652	4,827	3,240
Household Pickup (tons)	206	223.01	245
Major Rd Equipment (#)	60	60	60
Heavy & Medium Duty Trucks (#)	13	13	13
Light Duty Trucks and Vehicles (#)	11/2	11/2	11/2
Employees (#)	15	17	17
Ave. Training Per Worker (hrs.)	5	60	9
Cemetery Burials (#)	0	2	3
Ohio Utilities & Protection Service Marking	1,561	1,578	1,220
Service Request for repairs	516	497	513



## **Police Department**

(4420 King Road)

### **Annual Activity Summary**

	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
<b><u>Calls for Police Service</u></b>	<b>15,466</b>	<b>14,729</b>	<b>13,827</b>
<b><u>Citations</u></b>			
Total ORC Citations	1,231	874	708
Crash related Citations	483	335	283
<b><u>Crash Reports</u></b>			
Injury and Property Damage	809	639	517
Fatalities	4	3	0
<b><u>Offense Reports</u></b>			
Burglary Breaking & Entering	27	40	22
Theft from Motor Vehicles	52	46	40
Retail Theft	298	292	168
Identity Theft	81	49	46
Homicide	1	1	1
Aggravated / Felonious Assault	8	6	2
Robbery	4	14	4
Rape	9	6	4
Domestic Violence	113	76	68
Domestic Disputes	83	89	99
Assault/Menacing	213	165	114
OVI Arrests	121	93	74
Crime Reports	2,930	2,537	2,297



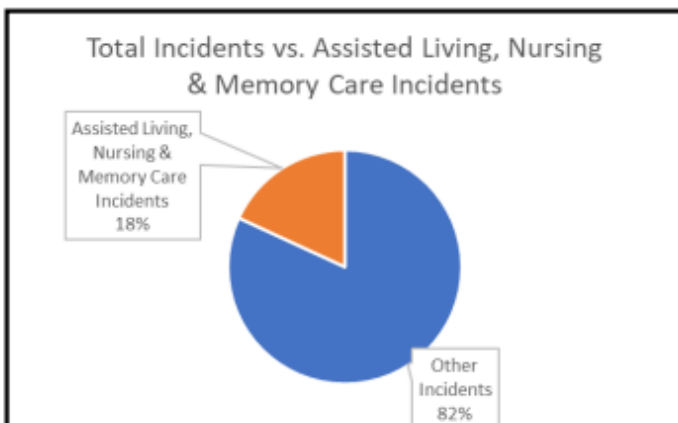
## Fire Department

4 Firehouses (Monroe St./McCord Rd./Whiteford Rd./Sylvania Ave.)



**61% increase in incident totals in the last 9 years**

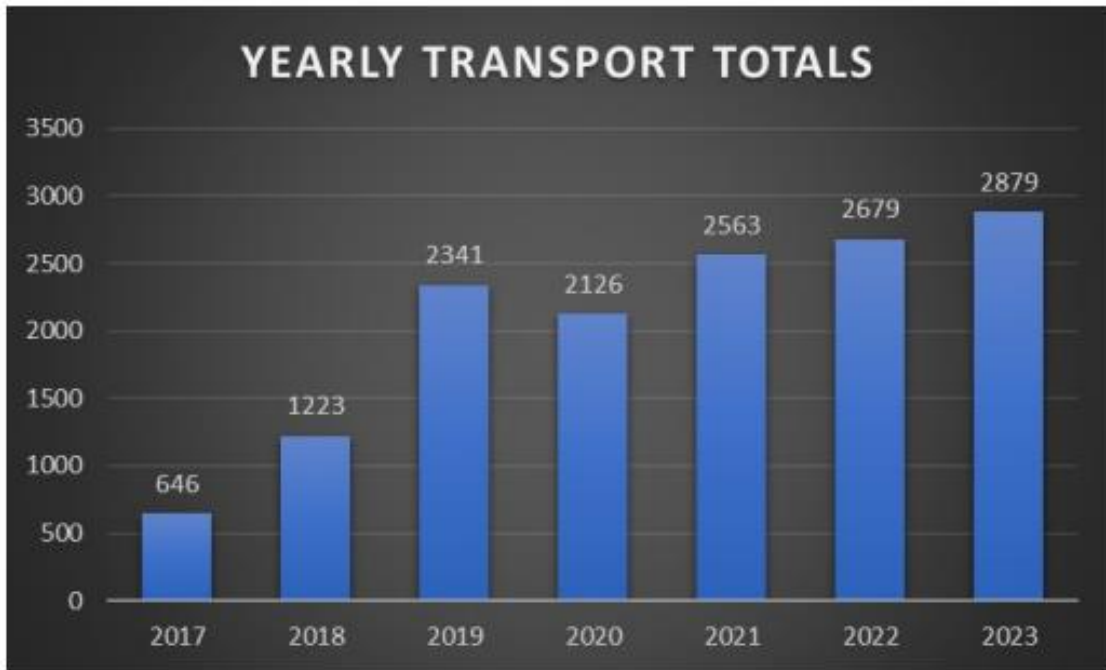
	2018	2019	2020	2021	2022	2023
<b>Incident Total</b>	5904	6380	6105	7199	7430	7568
<b># of Overlapping Incidents</b>	2871	3480	3352	4321	4275	4740
<b>% of Overlapping Incidents</b>	48.63%	54.55%	54.91%	60.02%	57.54%	62.63%



### 2023 Life Squad 6

**Total number of dispatches: 2,231**





**346% INCREASE IN TRANSPORTS THE LAST 6 YEARS**

### Mutual Aid

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Auto Aid STRUCT Rcvd	1	9	5	0	3	3	8	5	7	7	10	4	62
Auto Aid E-Way Rcvd	0	0	0	0	1	0	1	0	0	1	0	0	3
Transports (EMS)	4	4	8	2	3	9	2	5	7	7	3	4	58
1st Responder (EMS)	1	1	1	0	2	0	0	0	1	2	0	0	8
<b>Totals</b>	<b>6</b>	<b>14</b>	<b>14</b>	<b>2</b>	<b>9</b>	<b>12</b>	<b>11</b>	<b>10</b>	<b>8</b>	<b>17</b>	<b>13</b>	<b>8</b>	<b>124</b>

Prior to 1900hrs EMS	6	3	6	2	5	6	6	4	9	13	9	8	77
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Average Per Month Total- **10.33**

Mutual Aid Agreements-12

Automatic Aid Agreements-2

We have mutual aid contracts with all Fire Departments in Lucas County

We have automatic aid contracts with Springfield Twp. & Richfield Twp.



**Incident Count by Unit**

Unit▲	2023-01-01	2023-02-01	2023-03-01	2023-04-01	2023-05-01	2023-06-01	2023-07-01	2023-08-01	2023-09-01	2023-10-01	2023-11-01	2023-12-01	Total
BC6	61	62	63	61	51	55	68	53	42	68	58	54	696
C61	10	16	6	13	13	23	14	6	11	8	9	8	137
C62	1	6	5	3	2	4	0	1	3	2	4	0	31
E61	205	188	187	214	240	199	207	187	144	212	220	191	2394
E62	205	191	200	242	226	237	217	208	204	219	216	212	2577
E63	0	5	53	0	0	0	0	6	0	51	12	4	131
E64	94	101	74	82	49	94	48	64	64	67	48	67	852
E65	0	0	0	0	1	0	2	0	0	0	0	0	3
FIU61	2	0	0	0	0	0	0	0	0	0	0	0	2
FP64	2	6	1	2	2	4	4	1	5	4	2	2	35
FSO64	2	10	6	2	4	5	9	3	7	3	9	4	64
LS6	0	0	0	0	3	0	0	0	2	0	0	0	5
M62	0	0	0	0	0	0	7	0	0	0	0	0	7
M63	197	165	188	167	197	198	176	179	162	192	171	183	2175
M64	194	205	211	180	214	194	199	229	224	218	201	202	2471
MIH61	18	7	5	15	19	17	4	20	13	5	13	3	139
T63	133	131	89	123	144	145	142	150	125	113	123	124	1542
T64	26	25	23	8	16	15	21	22	16	37	27	21	257
U64	0	0	0	0	0	1	1	1	0	0	0	0	3
<b>Total</b>	<b>1150</b>	<b>1118</b>	<b>1111</b>	<b>1112</b>	<b>1181</b>	<b>1191</b>	<b>1119</b>	<b>1130</b>	<b>1022</b>	<b>1199</b>	<b>1113</b>	<b>1075</b>	<b>13521</b>

**Incident Count by NFIRS Code**

Incident Type Group	2023-01-01	2023-02-01	2023-03-01	2023-04-01	2023-05-01	2023-06-01	2023-07-01	2023-08-01	2023-09-01	2023-10-01	2023-11-01	2023-12-01	Total
100 - Fire	5	16	7	15	11	16	8	6	10	10	10	5	119
200 - Series	0	1	0	0	0	1	1	0	1	0	1	0	5
300 - EMS	474	414	458	422	479	446	410	447	425	486	447	431	5339
400 - HAZMAT	6	14	4	13	7	19	37	21	8	7	9	10	155
500 - Service Call	78	73	46	76	83	101	68	90	72	79	83	61	910
600 - Series	31	35	39	43	55	46	57	46	36	44	31	33	496
700 - False Alarm	36	38	35	53	29	45	51	49	38	44	46	40	504
800 - Natural Disaster	1	0	2	0	0	1	7	1	0	0	0	0	12
900 - Special Incident	0	0	0	0	0	0	1	0	3	0	2	1	7
<b>Monthly Total</b>	<b>631</b>	<b>591</b>	<b>591</b>	<b>622</b>	<b>664</b>	<b>675</b>	<b>640</b>	<b>660</b>	<b>593</b>	<b>670</b>	<b>629</b>	<b>581</b>	<b>7547</b>

**Incident Count by Shift**

Shift	2023-01-01	2023-02-01	2023-03-01	2023-04-01	2023-05-01	2023-06-01	2023-07-01	2023-08-01	2023-09-01	2023-10-01	2023-11-01	2023-12-01	Total
A-Shift	202	189	211	191	231	238	229	211	199	223	186	208	2518
B-Shift	214	199	177	206	214	211	195	231	199	244	215	180	2485
C-Shift	215	203	203	225	219	225	216	218	195	203	228	193	2543
Administration	0	0	0	0	0	1	0	0	0	0	0	0	1
<b>Total</b>	<b>631</b>	<b>591</b>	<b>591</b>	<b>622</b>	<b>664</b>	<b>675</b>	<b>640</b>	<b>660</b>	<b>593</b>	<b>670</b>	<b>629</b>	<b>581</b>	<b>7547</b>

**Incident Count by Station**

Station ▲	2023-01-01	2023-02-01	2023-03-01	2023-04-01	2023-05-01	2023-06-01	2023-07-01	2023-08-01	2023-09-01	2023-10-01	2023-11-01	2023-12-01	Total
None	0	1	0	0	0	0	0	0	0	0	0	0	1
Sylvania Fire-EMS Administration	0	2	0	0	0	0	0	2	0	0	0	0	4
Sylvania Fire-EMS Station 61	172	160	157	169	189	163	168	147	120	167	175	154	1941
Sylvania Fire-EMS Station 62	195	157	160	214	193	203	167	187	184	178	178	170	2186
Sylvania Fire-EMS Station 63	117	107	121	101	129	120	127	137	117	141	105	103	1425
Sylvania Fire-EMS Station 64	147	164	153	138	153	189	176	189	172	184	171	154	1990
<b>Total</b>	<b>631</b>	<b>591</b>	<b>591</b>	<b>622</b>	<b>664</b>	<b>675</b>	<b>640</b>	<b>660</b>	<b>593</b>	<b>670</b>	<b>629</b>	<b>581</b>	<b>7547</b>

