THE VILLAGE of SHEFFIELD
Bob Markovich, Mayor

Members Of Council:
Council Pro Tempore: Robert Yarber Jr.
Matthew Bliss, Mitchell Carr, Cynthia Conrad, John D. Hunter, Scott Pederson
WE KINDLY ASK THAT ALL CELL PHONES BE SILENCED WHILE THIS MEETING IS IN SESSION

A G E N D A
Sheffield Village Council Meeting
Monday, March 9, 2026 at 7PM

COUNCIL
Robert Yarber, Matthew Bliss, Mitchell Carr
Cynthia Conrad, John D. Hunter, Scott Pederson

OPEN AT 7PM

ROLL CALL

MOMENT OF SILENCE / PRAYER

PLEDGE TO THE FLAG

MINUTES
Council 02.23.26

ADMINISTRATIVE
- Presentation by Rodney Bonner from VFW 8686 of police badges

CORRESPONDENCE

REPORT OF STANDING COMMITTEES:

Buildings & Land	John D. Hunter
Finance & Insurance	Robert Yarber Jr.
Parks & Recreation	Scott Pederson
Safety	Matthew Bliss
Utilities, Streets & Drains	Cynthia Conrad

LEGISLATION

ORDINANCE NO. 2990: AN ORDINANCE AMENDING TABLE 1107-3 AND ESTABLISHING SECTION 1107.06(w) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD REGARDING DATA WAREHOUSES

1st Reading 09.22.25
2nd Reading 10.27.25
Tabled 11.10.25
3rd Reading 03.09.26

ORDINANCE NO. 2992: AN ORDINANCE AMENDING TABLE 1107-3 AND SECTION 1107.06(r)(1) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD REGARDING SHORT-TERM RENTALS

1st Reading 09.22.25
2nd Reading 10.27.25
Tabled 11.10.25
Tabled 11.24.25
Tabled 01.26.26
3rd Reading 03.09.26

ORDINANCE NO. 3007: AN ORDINANCE DECLARING THE IMPROVEMENT TO CERTAIN PARCELS IN THE VILLAGE TO BE A PUBLIC PURPOSE AND EXEMPT FROM TAXATION PURSUANT TO ORC 5709.40(B); PROVIDING FOR THE COLLECTION AND DEPOSIT OF SERVICE PAYMENTS AND SPECIFYING THE PURPOSES FOR WHICH THOSE SERVICE PAYMENTS MAY BE EXPENDED; AUTHORIZING SCHOOL COMPENSATION PAYMENTS AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3009: AN ORDINANCE EMPLOYING ATTORNEY DAVID M. GRAVES TO FILL THE POSITION OF SOLICITOR FOR THE VILLAGE OF SHEFFIELD FOR THE PERIOD APRIL 1, 2026 THROUGH MARCH 31, 2027 PRESCRIBING THE RATE OF COMPENSATION; PROVIDING THAT SUCH SERVICES SHALL BE RENDERED IN ACCORDANCE WITH THE LAWS OF THE STATE OF OHIO, VILLAGE OF SHEFFIELD, AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3010: AN ORDINANCE AUTHORIZING THE MAYOR TO APPOINT ATTORNEY WAYNE NICOL AS THE PROSECUTING ATTORNEY FOR THE VILLAGE OF SHEFFIELD, AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3011: AN ORDINANCE EMPLOYING ATTORNEY KREIG BRUSNAHAN AS MAGISTRATE OF THE SHEFFIELD VILLAGE MAYOR'S COURT, AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3012: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A WATER SERVICE AGREEMENT WITH THE CITY OF ELYRIA AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

MISCELLANEOUS BUSINESS

Fiscal Officer's Report
Mayor's Report
Comments – limited to 3 minutes

ADJOURN

Upcoming:
Fri March 13 Court 9am
Tue March 17 BZA 5pm
Wed March 18 Planning 5pm
Thur March 19 Committee of the Whole 6pm
Mon March 23 Finance 6:30pm
Mon March 23 Council 7pm
Sun March 29 Pancake Breakfast begins at 8am at SV Fire Dept. Easter Egg hunt at 12 noon at James Day Park
Candy donations are needed! Please drop off at the fire station or mayor's office by March 25 Thank you

MINUTES
Sheffield Village Council Meeting
Monday, February 23, 2026 at 7PM

Regular meeting was called to order by Mayor Markovich at 7:00 PM

ROLL CALL
Scott Pederson, Robert Yarber, Matthew Bliss, Mitchell Carr, Cynthia Conrad, John D. Hunter

MOMENT OF SILENCE / PRAYER/PLEDGE TO THE FLAG

MINUTES Council 02.09.26
Matthew Bliss moved to approve the minutes of the 02.09.2026 meeting
Mitchell Carr seconded the motion
Motion carried 6-0

Mayor informed council that an executive session was needed and asked for a motion to amend the agenda.

Robert Yarber moved to amend the agenda and add an executive session after the audience comments.
John Hunter seconded the motion
Motion carried 6-0

ADMINISTRATIVE

CORRESPONDENCE

REPORT OF STANDING COMMITTEES:
Buildings & Land John D. Hunter Has complaint about Orchard Court property. Will be turning over pictures. Junk in the yard that needs to be addressed. VA is working with engineers for service building complex. Will be June before moving to the next step. Fire and Police departments are working smoothly. Negotiations starting. Contracts for Law Director, Prosecutor and Magistrate are all on the agenda for first reading today.
Finance & Insurance Robert Yarber Jr. Had Finance meeting at 6:30 today. Received reports for January and five year comparison of expenses and revenues. Both have increased but are reasonable. Revenue outpaced expenses. It was a positive report.
Parks & Recreation Scott Pederson Not much to report. Parks survey is still going on. Mayor ordered door hangers to promote to share information. Hopefully if distributed, it will get more responses.
Mayor: If you distribute, please report back so they won't be delivered more than once to same address.
Safety Matthew Bliss No report
Utilities, Streets & Drains Cynthia Conrad Heard from a resident on Berkeley who had nothing but good things to say. Very happy for the project and cannot wait until done.

John Hunter stated address on Orchard Court is 2130.
Village Administrator informed that the owner had already been notified. Sent letter. Have had no response. Will have to take court action now.
VA and J Hunter discussed when the owners were notified and if police would be involved.
VA indicated this would require court action. There are others in the village that require police involvement.
J Hunter: What is status of microphone project?
Mayor: What are you asking about?
J Hunter: What is the status of microphone project and council videos to record and show meetings?
Mayor: We generally have council question period after the Mayor's report
J Hunter: I want a legal opinion.
David Graves: Commenting on the reports being given now seems reasonable. Maybe we would want to amend the agenda to include old/new business.

LEGISLATION

ORDINANCE NO. 2990: AN ORDINANCE AMENDING TABLE 1107-3 AND ESTABLISHING SECTION 1107.06(w) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD REGARDING DATA WAREHOUSES

1st Reading 09.22.25
2nd Reading 10.27.25
Tabled 11.10.25 to 03.09.26

ORDINANCE NO. 2992: AN ORDINANCE AMENDING TABLE 1107-3 AND SECTION 1107.06(r)(1) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD REGARDING SHORT-TERM RENTALS

1st Reading 09.22.25
2nd Reading 10.27.25
Tabled 11.10.25
Tabled 11.24.25
Tabled **01.26.26 to 03.09.26**

ORDINANCE NO. 3005: AN ORDINANCE ESTABLISHING CHAPTER 1355 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD CREATING A VACANT BUILDING ENFORCEMENT PROGRAM

1st Reading 01.26.26
2nd Reading 02.09.26
3rd Reading 02.23.26

Scott Pederson: Is this a hot topic? What is bringing this up?
Mayor: It is customary for municipalities to have an ordinance overseeing this issue. Vacant properties also pose a fire risk. Safety is our main concern.
VA: Some property owners leaving vacant just for the tax benefits.
S Pederson: is the amount enough?
VA: This is what other communities charge. First year we can try this and it is the starting point.
Fire Chief: This will hopefully encourage property owners to get tenants in their property or sell. They should want to actively pursue tenants.

ORDINANCE NO. 3007: AN ORDINANCE DECLARING THE IMPROVEMENT TO CERTAIN PARCELS IN THE VILLAGE TO BE A PUBLIC PURPOSE AND EXEMPT FROM TAXATION PURSUANT TO ORC 5709.40(B); PROVIDING FOR THE COLLECTION AND DEPOSIT OF SERVICE PAYMENTS AND SPECIFYING THE PURPOSES FOR WHICH THOSE SERVICE PAYMENTS MAY BE EXPENDED; AUTHORIZING SCHOOL COMPENSATION PAYMENTS AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading _____
3rd Reading _____

Robert Yarber: What is this for?
Mayor: The TIF payments can be used for street, sewer, park improvements. We can use these funds in the area of the project.
David Graves: It will capture the increase in value of project. Funds can be used in the TIF district near the project.

Robert Yarber: What other projects can the funds be used for?
David Graves: They do not have to be used on the exact street, but improvements in the area.
Robert Yarber: What is the size of the area?
D Graves: In the general area.
J Hunter: Any of the TIF dollars going to be used on the private project?
Mayor: No
J Hunter is there going to be an escalation and de-escalation lane there?
Mayor: the developer would be responsible for that.
J Hunter: Will there be any sewer issues because of this?
Mayor: Not at this point in time.
J Hunter: Will there be issues with water, water pressure, drainage, storm water or retention or detention of storm water?
Mayor: The funds generated will be used in the village, not specifically on the project.
J Hunter: Will the school still get funds?
Mayor: Yes, this is a non-school TIF.
J Hunter: is this 100%
D Graves: The legislation speaks for itself. It is 100%, non-school TIF.
S Pederson: These can be done prior? Nothing has gained value? Glad schools protected.

ORDINANCE NO. 3008: AN ORDINANCE AUTHORIZING ALL ACTIONS NECESSARY TO ACCEPT NORTHEAST OHIO PUBLIC ENERGY COUNCIL (NOPEC) 2025 ENERGIZED COMMUNITY GRANT(S) FUNDS AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading _____
3rd Reading _____

Mayor: Council needs to approve and accept the funds that are being awarded. The amount this year is $13,896. Last year the money was used for the crosswalks near Abbe and Colorado to go along with the new sidepaths.
S Pederson: there is no grant match for this?
Mayor: No.
J Hunter moved to suspend the rules
R Yarber seconded the motion
Motion carried 6-0
S Pederson moved to approve
J Hunter seconded the motion
Motion carried 6-0

ORDINANCE NO. 3009: AN ORDINANCE EMPLOYING ATTORNEY DAVID M. GRAVES TO FILL THE POSITION OF SOLICITOR FOR THE VILLAGE OF SHEFFIELD FOR THE PERIOD APRIL 1, 2026 THROUGH MARCH 31, 2027 PRESCRIBING THE RATE OF COMPENSATION; PROVIDING THAT SUCH SERVICES SHALL BE RENDERED IN ACCORDANCE WITH THE LAWS OF THE STATE OF OHIO, VILLAGE OF SHEFFIELD, AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading _____
3rd Reading _____

ORDINANCE NO. 3010: AN ORDINANCE AUTHORIZING THE MAYOR TO APPOINT ATTORNEY WAYNE NICOL AS THE PROSECUTING ATTORNEY FOR THE VILLAGE OF SHEFFIELD, AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading _____
3rd Reading _____

ORDINANCE NO. 3011: AN ORDINANCE EMPLOYING ATTORNEY KREIG BRUSNAHAN AS MAGISTRATE OF THE SHEFFIELD VILLAGE MAYOR'S COURT, AND DECLARING AN EMERGENCY

1st Reading 02.23.26
2nd Reading _____
3rd Reading _____

ORDINANCE NO. 3012: AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A WATER SERVICE AGREEMENT WITH THE CITY OF ELYRIA AND DECLARING AN EMERGENCY **1st Reading 02.23.26**

2nd Reading _____

3rd Reading _____

MISCELLANEOUS BUSINESS

Fiscal Officer's Report No report

Mayor's Report: To J Hunter…..what questions do you have from earlier?

J Hunter: where are we on the council chambers microphone/video project? You said at an earlier meeting that it was being worked on.

Mayor: We have a man in the service department that will be ordering and installing equipment.

J Hunter: What is going on with the new website?

Mayor: We are in the process of getting a new one. The technology is different. The old website had over 80 pages. New one will be more efficient. It takes time to completely overhaul.

J Hunter: The parks survey….a resident contacted and they couldn't do the QR code. What is going on with the survey?

Mayor: the meeting last week was for the community survey. Nothing on the Parks survey yet. One of the top focuses on the community survey was parks.

J Hunter: Side path for French Creek?

Mayor: The project is scheduled for early spring. Needed to remove fencing at storage facility near the railroad tracks. The Mayor provided additional details of the plans for sidewalks and side paths on Abbe, French Creek to all connect to the metro parks.

J Hunter: Will there be a crosswalk on French Creek?

Mayor: Was that part of the developers agreement?

J Hunter: LC Metro parks supposed to pay. Still need a section from Old Colorado to canoe launch pad. It was supposed to be a joint project with Kokosing, Lorain County and the village.

Mayor: We cannot close the street.

Mayor provided the Building report for January with all the fees collected. Mayor announced the Employee of the Month, Greg Davis and read his certificate. EOM is always announced the third Wednesday of the month on WLDW around 10:15 am. KMU will move full operations from Avon to the village on East River Rd soon. This will bring additional revenue to the village. Ford continues to be on our radar. Tooling still has to be done. Regarding the property on Orchard Ct. We have a new policy for complaints. When property is identified, it must be sent in writing to the Village Administrator. This process will allow for a better follow-up. It must be in writing before enforcement process can begin.

Village Administrator: The road reconstruction project on Berkely has started. Engineer is finalizing the service department property plans. When we installed the new water meters, we provided the MY360. It is an app for your phone that can monitor water usage. Kim Ackerman receives reports for unexpected water usage or under-usage. She contacted owners who were able to identify water leaks or hoses being left on. This program protects the residents from huge water bills. It can be set up to send an alarm. It is very useful tool. Call Kim at water department to set up.

Ed Zovack: is it on the website?

S Pederson: Where is the app? Website?

VA: We put it multiple times in the water bills.

Mayor: Could we get a QR code for it?

VA: Neptune can provide the details. We will get them to you.

Anthony Gallo: Lots of people have issues with QR codes. Need to include links also.

Fire Chief: Every two years, the fire department goes to high school to provide CPR training to teachers and staff. Doing that now and also the Stop the Bleed training. It will take two months to complete.

Police: No report

Anthony Gallo: Regarding the Ford project, the Mayor and I recently met with LCCC and LCJVS to help with the employee training when it is time. They can use space at their locations or at Ford. Trying to be pro-active with the fluid timeline. He and Mayor also participated in OML seminar about data centers.

It was very informative and dispelled many falsehoods about data centers. Most buildings have 20-30 employees and 20-30 contractors. Jobs pay between $80,000 and $100,000. This could generate $800,000 to one million a year in tax withholdings. The owner of the industrial park property is going to pay for a load study for electricity. Had a developer very interested, but electricity study had not been done and Ohio Edison indicated it could take a long time.
Mayor: Robert, did you also participate in the seminar?
R Yarber: Yes it was very interesting. Recently spoke with the president of LeoCloud through my place of employment. He lives in Virginia, where it is the ground zero of data centers. Nothing bad to say about them. Creates lots of revenue. We still need a lot of information on this.
Mayor: Ordinance 2990 to allow for data centers in the industrial park off East River Road. We have a meeting set up with a company with a solid lead this week. I would like to get a Committee of the Whole meeting set up to bring in the professionals and experts to address your questions and concerns. If we cannot do it on March 9th, I suggest re-tabling the legislation. Pointed out that the number of employees stated earlier is for each building. The project in the industrial park would be five to seven buildings.
R Yarber: Concerned with the probability of brown-outs. Are there regulations that can be put in place where rates do not get increased to the residents?
A Gallo: Team NEO indicated that the data center companies negotiate rates for several years in advance. Their rates have nothing to do with neighborhood rates. They are not that noisy, unless the power is out and the generators are on.
Robert Yarber: We need to talk about Committee of the Whole…..
J Hunter: Anything to debunk? Brown-outs, noise, water pressure, anything?
A Gallo: Water is not used as much as everyone thinks. It is used to cool the towers. 90% of the time, there is not a need as they are air-chilled. Water is only needed when it is really hot outside.
Mayor: These are all questions that can be addressed during the Committee of the Whole meeting.
Robert Yarber: March 19, 2026 at 6:00 pm will be the Committee of the Whole meeting for Data Center discussions.

Audience Comments

Eddie Herdendorf: Representing the Historical Society. Pleased to be named the 'Village historian.' It is a great honor. The Historical Society along with the MetroParks is having an Artifact ID Day on March 21, 2026 to identify prehistoric artifacts. Historical Society also created a 15-minute PowerPoint presentation with slides of village history. A flash drive was given to the mayor. 20th anniversary of the North Ridge Scenic by-way (Detroit Rd.) across the Garfield bridge to Avon. Representatives in Columbus were very helpful in getting grant approved to write a book. Copies of book are available to any council members who do not have one. There is an obligation to maintain the by-way and not put up garish signs. The five year plan has been approved by the state. He would like to see more neighborhood parks along Detroit Rd. Bi-centennial park by Village hall or the area next to the history center by Mike Bass could be used. The history center has been dormant since covid. Now up and running with new furnishings. Asst. Chief Greg Davis designed a fire suppression system for the building to protect valuable records. In the spring, the group will invite council and staff to see the center. A resident who was the former county auditor donated a stand up desk. Keep in mind when buildings are going to be torn down to share with the Historical Society to see if maybe building could be saved or moved.

Ed Zovack 5465 Schueller Blvd: Thank you for making sure full text of ordinances appear online. Looked at ordinance 2992 short-term rental changes. Removing the owner-occupancy requirement allows anyone to come in and buy property. Places where Airbnbs are prevalent, the values of neighborhood properties is increasing, but causing hotels to have increase in vacancies. People could buy multiples and having no one there to monitor and maintain could be a problem. The owner should be nearby. Since 2017, 14 people have died, 47 injured at 26 parties held at Airbnbs in Ohio. Regulations don't matter how to use. Village will be reacting to events that occur. This is a non-starter. Please vote down.
Mayor: this is currently tabled. Clear that State of Ohio will create AirBnb legislation. I may suggest to table until the end of the year or vote down.

D Graves: There are currently two bills at the state level that would prohibit any restrictions/regulations for short-term rentals. Our legislation only allows as a conditional use. If property owner wanted to do this, there still is a lengthy process to go through for conditional use.
RYarber: Earlier when discussing the data centers the president of the company lives in Loudoun County, Virginia, the data center alley. 70% of global internet traffic passes through there. This is ground zero for data centers.

Matt Bliss moved to go into executive session to discuss current/pending litigation an ongoing collective bargaining negotiations.
Mitchell Carr seconded the motion
Motion carried 6-0
Moved to executive session at 8:22 pm

Matthew Bliss moved to reconvene the regular council meeting
Mitchell Carr seconded the motion
Motion carried 6-0
Meeting reconvened at 8:59 pm

Scott Pederson moved to adjourn the regular meeting
Matt Bliss seconded the motion
Motioin carried
Meeting was adjourned at 9:00 pm

_____
Approved

_____ _____
Karen Shawver, Fiscal Officer Robert Markovich, Mayor

ORDINANCE NO. 2990

AN ORDINANCE AMENDING TABLE 1107-3 AND ESTABLISHING SECTION 1107.06(w) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD REGARDING DATA WAREHOUSES

WHEREAS, Table 1107-3 contained within Section 1107.05 of the Codified Ordinances of the Village of Sheffield sets forth permitted uses withing the various zoning districts of the Village; and

WHEREAS, Table 1107-3 does not address Data Warehouses; and

WHEREAS, it is in the best interest of the Village to amend Table 1107-3 and to establish section 1107.06(w) so that Data Warehouses are permitted with standards in an Industrial District.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, COUNTY OF LORAIN, AND STATE OF OHIO, THAT:

Section 1: Table 1107-3 contained within Section 1107.05 of the Codified Ordinances of the Village of Sheffield is hereby amended to reflect that Data Warehouses shall be permitted with standards (PS) in an Industrial District.

Section 2: Section 1107.06(w) is hereby established as follows:

(w) Data Warehouse.
A Data Warehouse shall only be permitted in an established Industrial Park.

Section 3: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption 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.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 09.22.25
2nd Reading 10.27.25
Tabled 11.10.25
3rd Reading 03.09.26

ORDINANCE NO. 2992

AN ORDINANCE AMENDING TABLE 1107-3 AND SECTION 1107.06(r)(1) OF THE CODIFIED ORDINANCES OF THE VILLAGE OF SHEFFIELD REGARDING SHORT-TERM RENTALS

WHEREAS, Section 1129.03 of the codified ordinances of the Village of Sheffield ("Code") defines short-term rentals as "The leasing of any residential property, either the entire dwelling unit or individual rooms, for a period of time less than 30 consecutive days to one additional family or housekeeping unit. This use includes but is not limited to homes or rooms being rented through services such as Airbnb, VRBO, HomeAway, etc.; and

WHEREAS, Table 1107-3 contained within Section 1107.05 of the Code provides that short-term rentals are permitted with standards as a principal use in M-1 and C-3 zoning districts; and

WHEREAS, Section 1107.06(r)(1) of the Code provides that short-term rentals are permitted in a dwelling unit where the resident offering the short-term rental maintains the dwelling unit as their official residence; and

WHEREAS, Section 1105.04 of the Code provides the procedure to be followed for principle uses which are allowed as Conditional Use; and

WHEREAS, it is in the best interest of the Village to amend Table 1107-3 and Section 1107.06(r)(1) to allow short-term rentals as Conditional Uses in any residential zoning district and to not require short-term rentals to be owner occupied.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, COUNTY OF LORAIN, AND STATE OF OHIO, THAT:

Section 1: Table 1107-3 contained within Section 1107.05 of the Codified Ordinances of the Village of Sheffield is hereby amended to permit short-term rentals as an allowed principal use as Conditional Use in an R, M-1, or C-4 zoning district.

Section 2: Section 1107.06(r)(1) is hereby amended as follows:

(r) Short-Term Rentals.

~~(1) Short-term rentals are permitted in any dwelling unit where resident offering short-term rental opportunities maintains that dwelling unit as their official residence.~~

~~A. A place shall be considered the official residence of a person in which the person's habitation is fixed and to which, whenever the person is absent, the person has the intention of returning.~~

~~B. A person shall not be considered to have lost official residency if they leave the dwelling and go to another municipality, county, or state, for temporary purposes only, with the intention of returning.~~

(1) ~~(2)~~ No meals shall be provided by the short-term rental owner or managing agent.

(2) ~~(3)~~ No private events or parties shall be hosted at the short-term rental that exceeds the maximum occupancy of the dwelling unit.

(3) ~~(4)~~ No additional off-street parking shall be provided beyond what is required for the principal use.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption 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.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 09.22.25
2nd Reading 10.27.25
Tabled 11.10.25
Tabled 11.24.25
Tabled 01.26.26
3rd Reading 03.09.26



Self-Survey Fire Inspection – Short Term Rental

Dear Short Term Rental Applicant,

The Sheffield Village Department recommends you perform a safety survey prior to occupancy. These surveys help reduce fires by eliminating basic fire safety concerns, educating members of the community on potential hazards, and are intended to help you ensure a safe and livable community.

Attached to this document you will find a courtesy copy of a self-survey checklist to assist in assessing general safety and code compliance within your building. Please take a few moments to conduct the survey and begin removing hazards as needed. You may find it useful to conduct monthly, quarterly, or even bi-annual safety surveys based on your needs. This form is provided as a voluntary compliance tool to assist you in maintaining a fire safe facility.

Emergency and safety plans should be implemented to improve safety and establish a minimum expectations of your guests. You will need to:

- Develop an Emergency Plan: This is a written plan that provides specific guidance to employees, managers, and customers on how to respond to emergencies such as building evacuation, fire procedures, and response to alarms, severe weather and Medical Emergencies.
- Evacuation Plans: Fire safety and evacuation plans should be posted on the interior side of all bedrooms used for short term rental.

Numerous internet resources are available to assist you in planning and preparations such as:

The Sheffield Village Fire Department is ready to assist you with preventing and responding to emergencies associated with your business. Feel free to contact the Fire Prevention Bureau at440-949-6032 Ext. 2 with any additional questions or comments.

Self-Survey Fire Inspection – Short Term Rental

This document is provided as a courtesy to assist with identifying and eliminating routine fire safety issues, potential hazards, and to help ensure a safe and livable community. This form is intended to serve as a guide and assist with general compliance in your building and may not be all inclusive. It is your responsibility to know, understand, and comply with all appropriate rules and regulations.

A. MEANS OF EGRESS	YES	NO	N/A
1 Exit doors are easily accessible, unobstructed and open easily to the full open position			
2 Exit doors unlatch with a single operation. Door should not require special knowledge to operate			
3 Exit walkways are clear of storage or items that restrict exit width			
4 Stairwells (stairs, landing, areas under landing) are clear of storage. Continuous lighting provided in stairwell			
5 The common emergency exit path, is illuminated and is easily identifiable.			
6 Emergency Light in an event of a power loss.			
7 Operable windows or door to the exterior for each bedroom for emergency escape and rescue.			
B. FIRE PROTECTION			
1 Fire extinguishers: Size 2A:10B:C min., service tag or new tag within 1 year, mounted to wall 4”-5’ high, accessible			
2 Install a carbon monoxide (CO) alarm* in the hallway of your home near sleeping areas			
3 Smoke alarms* provided in each bedroom, hallways, and each floor.			
C. HEATING SYSTEM			
1 Heating appliance in proper working order. Free from leaks			
2 Spacing of not less than 36” is maintained between combustibles (anything that will burn) and heating systems			
D. ELECTRICAL			
1 Extension cords are only used on a temporary basis, only for portable items and never in place of permanent wiring			
2 Breaker box does not have any open slots or circuits, circuits are clearly labeled, breaker cover(s) remain closed			
3 All electrical junction box covers, outlet covers, and switch plates are secured in place			
4 Clearance is maintained around the electrical panel at all times (minimum: 30”wide x 36”deep x 78”high)			
E. GENERAL			
1 Fire Safety & Fire Evacuation plans prepared for review and posted on the bedroom door with emergency numbers			
2 Property street address identification are posted a min. 4” tall numbers or letters on the front of the building			
3 Knox box for fire department entry, if applicable: equipped with current keys			
4 Stairway, handrail, walking surface in good condition (free of rot, damage, trip hazards and maintained)			
5 Clean/Check dryer lint trap after each use and keep all vents clean and maintained			
F. REPORT			
Inspection reports for the following systems must be maintained on site and available for review:			

Owners/property managers should routinely survey building for needed repairs and all exit routes to ensure the exits and exit routes are unobstructed. Walking path should not present any hazards. * Install per manufactures instructions.

ORDINANCE NO. 3007

AN ORDINANCE DECLARING THE IMPROVEMENT TO CERTAIN PARCELS IN THE VILLAGE TO BE A PUBLIC PURPOSE AND EXEMPT FROM TAXATION PURSUANT TO ORC 5709.40(B); PROVIDING FOR THE COLLECTION AND DEPOSIT OF SERVICE PAYMENTS AND SPECIFYING THE PURPOSES FOR WHICH THOSE SERVICE PAYMENTS MAY BE EXPENDED; AUTHORIZING SCHOOL COMPENSATION PAYMENTS AND DECLARING AN EMERGENCY

WHEREAS, Ohio Revised Code ("*ORC*") 5709.40, 5709.42, and 5709.43 (collectively, the "*TIF Act*") authorize this Council, by ordinance, to declare the improvement to parcels of real property located within the Village to be a public purpose and exempt from taxation, require the owner of each parcel to make service payments in lieu of taxes, establish a municipal public improvement tax increment equivalent fund for the deposit of those service payments, and specify the purposes for which money in that fund will be expended; and

WHEREAS, the Village desires to implement a tax increment financing program on the Parcels (as defined in Section 1) pursuant to the TIF Act to enable the Village to make public infrastructure improvements that will directly benefit the Parcels; and

WHEREAS, notice of this proposed ordinance has been delivered to the Boards of Education of the Sheffield-Sheffield Lake City School District and Lorain County Joint Vocational School District in accordance with and within the time periods prescribed in ORC 5709.40 and 5709.83; and

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, IN THE COUNTY OF LORAIN, AND THE STATE OF OHIO, THAT:

Section 1. Parcels. The real property subject to this ordinance is identified and depicted on Exhibit A attached hereto (as currently or subsequently configured, the "Parcels", with each individual parcel a "Parcel").

Section 2. Public Infrastructure Improvements. This Council hereby designates the public infrastructure improvements described in Exhibit B (the "*Public Infrastructure Improvements*") and any other public infrastructure improvements hereafter designated by ordinance as public infrastructure improvements made, to be made or in the process of being made by the Village that directly benefit, or that once made will directly benefit, the Parcels.

Section 3. Exemption. This Council hereby finds and determines that 100% of the increase in assessed value of each Parcel subsequent to the effective date of this Ordinance (which increase in assessed value is hereinafter referred to as the "Improvement" as defined in ORC 5709.40(A)) is hereby declared to be a public purpose and will be exempt from taxation for a period commencing on a parcel-by-parcel basis for each Parcel on the date an Improvement attributable to a new structure first appears on the tax list and duplicate were it not for the exemption granted by this ordinance and ending for each Parcel on the earlier of (a) 30 years after such commencement

or (b) the date on which the Village can no longer require service payments in lieu of taxes, all in accordance with the requirements of the TIF Act (separate 30 year exemption periods for each Parcel). The exemption granted by this Section 3 is subordinate to any exemptions granted pursuant to ORC 3735.65 et. seq. (CRA abatements) or ORC 5709.61 et. seq. (Enterprise Zone abatements).

Section 4. Service Payments. As provided in ORC 5709.42, the owner of each Parcel is hereby required to make service payments in lieu of taxes with respect to the Improvement allocable to each Parcel to the County Treasurer on or before the final dates for payment of real property taxes. The service payments in lieu of taxes will be charged and collected in the same manner and in the same amount as the real property taxes that would have been charged and collected against that Improvement if it were not exempt from taxation pursuant to Section 3, including any penalties and interest (collectively, the "Service Payments"). The Service Payments, and any other payments with respect to each Improvement that are received in connection with the reduction required by ORC 319.302, 321.24, 323.152 and 323.156, as the same may be amended from time to time, or any successor provisions thereto as the same may be amended from time to time (the "Property Tax Rollback Payments"), will be deposited and distributed in accordance with Section 6.

Section 5. TIF Fund. This Council establishes, pursuant to and in accordance with the provisions of ORC 5709.43, the Reserve at French Creek Municipal Public Improvement Tax Increment Equivalent Fund (the "TIF Fund"), into which the Service Payments and Property Tax Rollback Payments collected with respect to the Parcels will be deposited. The TIF Fund will be maintained in the custody of the Village. The Village may use amounts deposited into the TIF Fund only for the purposes authorized in the TIF Act and this ordinance (as it may be amended). The TIF Fund will remain in existence so long as the Service Payments and Property Tax Rollback Payments are collected and used for the aforesaid purposes, after which time the TIF Fund will be dissolved and any surplus funds remaining therein transferred to the Village's General Fund, all in accordance with ORC 5709.43.

Section 6. Distributions; Payment of Costs. Pursuant to the TIF Act, the County Treasurer is requested to distribute the Service Payments and Property Tax Rollback Payments as follows:

a. To each the Sheffield-Sheffield Lake City School District and Lorain County Joint Vocational School District an amount equal to the amount the school district would otherwise receive as real property tax payments (including the applicable portion of any Property Tax Rollback Payments) derived from the Improvement to each Parcel if the Improvement had not been exempt from taxation pursuant to this ordinance.

b. To the Village, all remaining amounts for further deposit into the TIF Fund for payment of costs of the Public Infrastructure Improvements, including, without limitation, debt charges on any notes or bonds issued to pay or reimburse finance costs or costs of those Public Infrastructure Improvements and any other lawful purpose.

All distributions required under this Section are requested to be made at the same time and in the same manner as real property tax distributions. The Village shall make any distributions to the extent not made by the County Treasurer.

Section 7. Further Authorizations. This Council hereby authorizes and directs the Fiscal Officer or other appropriate officers of the Village to deliver a copy of this ordinance to the Ohio Department of Development and to make such arrangements as are necessary and proper for collection of the Service Payments. This Council authorizes the Mayor, the Fiscal Officer, the Solicitor, or other appropriate officers of the Village to perform all acts and execute all documents they consider necessary to implement this ordinance.

Section 8. Open Meetings. This Council finds and determines that all formal actions of this Council relating to the adoption of this ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

Section 9. Effective Date. This Ordinance is declared to be an emergency measure necessary for the immediate preservation of the public health or safety of the Village, to wit: which will result in investment in public infrastructure, and shall take effect and be in force from and after its adoption and approval.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

Certificate of Publication

I do hereby certify that a summary of the foregoing Ordinance No. _____ was duly published [in a newspaper of general circulation in the municipal corporation] [on the official public notice web site][on the web site and social media account of the municipal corporation] once a once a week for two consecutive weeks in accordance with Section 121.01 of the Codified Ordinances.

_____

Karen A. Shawver, Fiscal Officer

DRAFT

EXHIBIT A
IDENTIFICATION AND MAP OF THE PARCELS

The area outlined in light blue on the following map specifically identify and depicts the Parcels (tax parcel number 03-00-007-102-053 as of January __, 2026) and constitutes part of this Exhibit A.

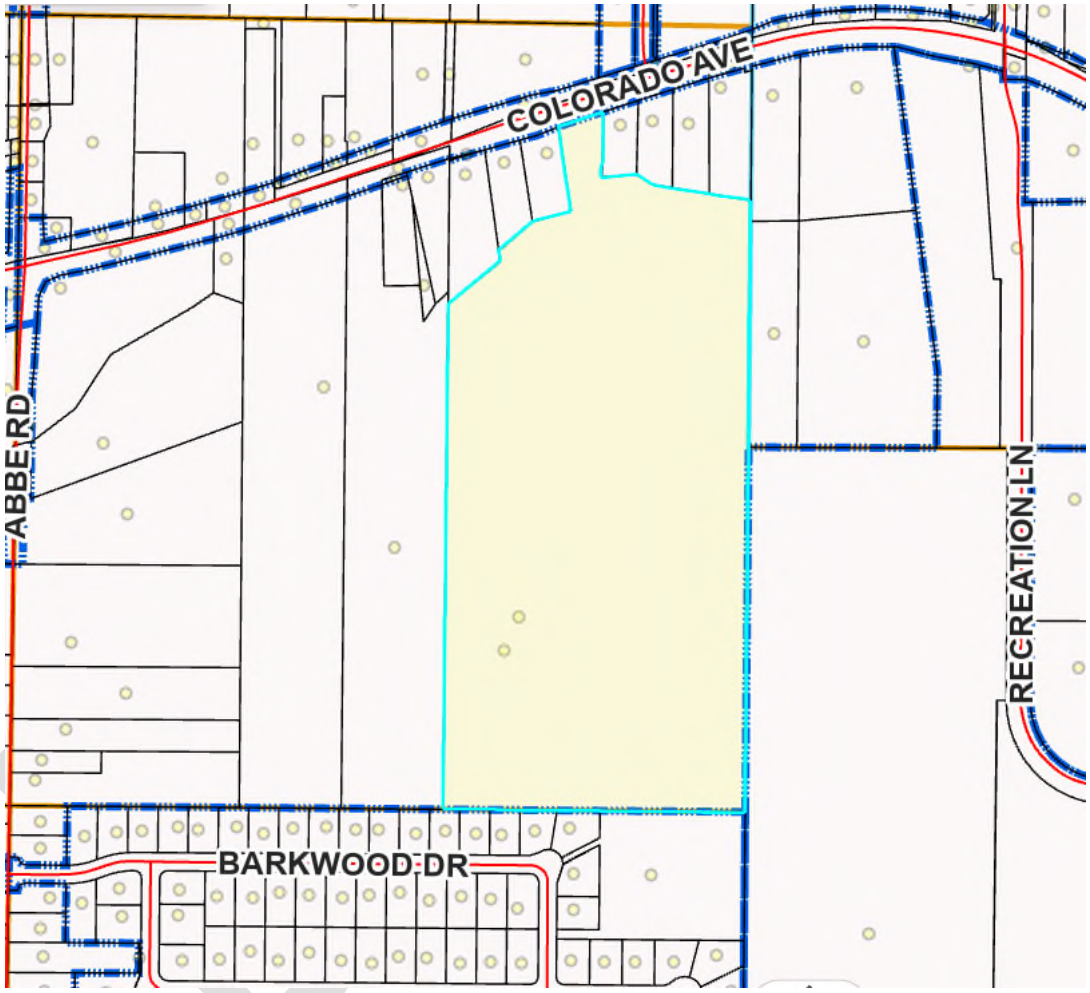


EXHIBIT B

PUBLIC INFRASTRUCTURE IMPROVEMENTS

The Public Infrastructure Improvements consist of any "public infrastructure improvement" defined under ORC 5709.40(A)(8) and that directly benefits the Parcels and specifically include, but are not limited to, any of the following improvements that will directly benefit the Parcels and all related costs of those permanent improvements (including, but not limited to, those costs listed in ORC 133.15(B)):

- **Roadways**. Construction, reconstruction, extension, opening, improving, widening, grading, draining, curbing or changing of the lines and traffic patterns of roads, highways, streets, intersections, bridges (both roadway and pedestrian), sidewalks, bikeways, medians and viaducts accessible to and serving the public, and providing signage (including traffic signage and informational/promotional signage), lighting systems, signalization, and traffic controls, and all other appurtenances thereto.

- **Water/Sewer**. Construction, reconstruction or installation of public utility improvements (including any underground municipally owned utilities), storm and sanitary sewers (including necessary site grading therefore), water and fire protection systems, and all appurtenances thereto, including, but not limited to those associated with improvements described in "Roadways" above.

- **Environmental/Health**. Implementation of environmental remediation measures necessary to enable the construction of the private improvements on the Parcels or the Public Infrastructure Improvements, and the construction of public health facilities.

- **Utilities**. Construction, reconstruction, burial or installation of gas, electric and communication service facilities and all appurtenances thereto, including, but not limited to those associated with improvements described in "Roadways" above.

- **Stormwater**. Construction, reconstruction, relocation, modification and installation of stormwater and flood remediation projects and facilities, both for storm water quantity and quality, including the payment and reimbursement for such projects and facilities on private property when determined to be necessary for public health, safety and welfare.

- **Demolition**. Demolition, including demolition on private property when determined to be necessary for public health, safety and welfare.

- **Parks**. Construction or reconstruction of one or more public parks and park or recreational facilities, including grading, trees and other park plantings, park accessories and related improvements, multi-use trails and bridges, together with all appurtenances thereto.

- **Streetscape/Landscape**. Construction or installation of streetscape and landscape improvements including trees, tree grates, signage, curbs, sidewalks, scenic fencing, street and sidewalk lighting, trash receptacles, benches, newspaper racks, burial of overhead

utility lines and related improvements, together with all appurtenances thereto, including, but not limited to streetscape improvements in conjunction with and along the roadway improvements described in "Roadways" above.

- **Real Estate**. Acquisition of real estate or interests in real estate (including easements) (a) necessary to accomplish any of the foregoing improvements or (b) in aid of industry, commerce, distribution or research.

- **Professional Services**. Engineering, consulting, legal, administrative, and other professional services associated with the planning, design, acquisition, construction and installation of the foregoing improvements and real estate.

DRAFT

ORDINANCE NO. 3009

AN ORDINANCE EMPLOYING ATTORNEY DAVID M. GRAVES TO FILL THE POSITION OF SOLICITOR FOR THE VILLAGE OF SHEFFIELD FOR THE PERIOD APRIL 1, 2026 THROUGH MARCH 31, 2027 PRESCRIBING THE RATE OF COMPENSATION; PROVIDING THAT SUCH SERVICES SHALL BE RENDERED IN ACCORDANCE WITH THE LAWS OF THE STATE OF OHIO, VILLAGE OF SHEFFIELD, AND DECLARING AN EMERGENCY

WHEREAS, O.R.C. Section 733.48 provides for the appointment of a Solicitor by the Village of Sheffield; and

WHEREAS, the Solicitor shall be the head of the Law Department and the Chief Legal Officer of the Village of Sheffield, Ohio.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, COUNTY OF LORAIN, AND STATE OF OHIO, THAT:

Section 1: The appointment of David M. Graves, Esq., as Solicitor of the Village of Sheffield is hereby confirmed and ratified by this Council.

Section 2: Said Solicitor, in accordance with O.R.C. Section 733.48, is hereby appointed to serve as legal counsel in connection with municipal matters.

Section 3: The term of the Solicitor shall be for twelve months, commencing April 1, 2026 through March 31, 2027 and for the performance of basic services, the Solicitor shall be paid a yearly salary of Sixty-Five Thousand Four Hundred Thirty and 75/100 Dollars ($65,430.75) in accordance with the general payroll procedures of the Finance Department of the Village of Sheffield. As used herein, basic services shall consist of attendance at meetings of Village Council and its Boards and Commissions and preparation of legal opinions and legislation. Basic services shall not include matters related to litigation, collective bargaining negotiations with employees of the Village, or any other matter so determined by the Mayor or Village Council.

Section 4: For all services, other than basic services, performed by said Solicitor at the request of the Mayor or Village Council, said Solicitor shall be paid at the rate of One Hundred Thirty Dollars ($130.00) per hour.

Section 5: The Solicitor shall be entitled to contributions by the Village of Sheffield to the Public Employees Retirement System for his yearly salary and any other benefits provided for such office by the Ordinances of the Village of Sheffield.

Section 6: That in accordance with Ohio Revised Code Sections 733.48 and 733.621, Council hereby authorizes the Mayor and the Solicitor from time to time to retain legal counsel of their choosing to assist the Solicitor with other than basic services, including but not limited to litigation, arbitration and other dispute resolution proceedings, and contract negotiations with employees of the Village or their representatives.

Section 7: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption 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 8: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the Village of Sheffield, the immediate emergency being the continued necessity to provide the services of the Solicitor on behalf of the Village of Sheffield, Ohio. Wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3010

AN ORDINANCE AUTHORIZING THE MAYOR TO APPOINT ATTORNEY WAYNE NICOL AS THE PROSECUTING ATTORNEY FOR THE VILLAGE OF SHEFFIELD, AND DECLARING AN EMERGENCY

WHEREAS, the current Ordinance appointing the Village Prosecuting Attorney will expire on March 31, 2025; and

WHEREAS, the Village of Sheffield desires to continue its services to the community by providing a Prosecuting Attorney for the purposes of representing the Village in certain legal matters; and

WHEREAS, the Village wishes for Wayne Nicol, attorney-at-law, to continue to provide the aforesaid services.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, COUNTY OF LORAIN, AND STATE OF OHIO, THAT:

Section 1: The Mayor is authorized to appoint Wayne Nicol as the Village's Prosecuting Attorney, in which capacity he shall represent the Village in municipal court for the prosecution of violators of the Ordinances of the Village and/or laws of the State of Ohio and shall attempt to enforce the same, and said Prosecuting Attorney shall work with the Mayor, Council, Police Department, et al. in pursuit of these ends.

Section 2: The term of said Prosecuting Attorney appointment shall be for twelve months, commencing April 1, 2026 for the period through March 31, 2027, for an annual salary of Fifty-One Thousand Nine Hundred Sixty-Six and 35/100 Dollars ($51,966.35) plus employer contributions to the Ohio Public Employee Retirement System (OPERS) on behalf of Wayne Nicol.

Section 3: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption 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 4: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the Village of Sheffield, the immediate emergency being the continued necessity to provide the services of the Prosecuting Attorney on behalf of the Village of Sheffield, Ohio. Wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3011

AN ORDINANCE EMPLOYING ATTORNEY KREIG BRUSNAHAN AS MAGISTRATE OF THE SHEFFIELD VILLAGE MAYOR'S COURT, AND DECLARING AN EMERGENCY

WHEREAS, Section 1905.05 of the Ohio Revised Code and Chapter 185 of the Codified Ordinances of the Village of Sheffield provide for a Mayor's Court Magistrate; and

WHEREAS, the Village wishes for Kreig Brusnahan, an attorney-at-law in good standing in the State of Ohio, to continue to provide the aforesaid services.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, COUNTY OF LORAIN, AND STATE OF OHIO, THAT:

Section 1: The mayor is authorized to enter into a magistrate employment contract with Kreig Brusnahan, an attorney-at-law in good standing in the State of Ohio, having practiced law for at least three years, to serve as magistrate for the Mayor's Court for the Village of Sheffield, Ohio.

Section 2: The term of said magistrate contract shall be for twelve months, commencing April 1, 2026 for the period through March 31, 2027, for an annual salary of Thirty-Seven Thousand Nine Hundred Ninety-Seven and 84/100 Dollars ($37,997.84).

Section 3: Said magistrate shall preside at Mayor's Court pursuant to all laws of the State of Ohio governing Mayor's Courts, exercising magisterial authority independent of the Mayor of Sheffield Village.

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

Section 5: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the Village of Sheffield, the immediate emergency being the continued necessity to provide the services of the magistrate of Mayor's Court. Wherefore, this Ordinance shall be in full force and effect from and immediately after its passage and approval.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

ORDINANCE NO. 3012

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO A WATER SERVICE AGREEMENT WITH THE CITY OF ELYRIA AND DECLARING AN EMERGENCY

WHEREAS, the Agreement for the sale of water to the Village of Sheffield from the City of Avon Lake and Rural Lorain County Water Authority expired October 1, 2025; and

WHEREAS, the Village of Sheffield has negotiated an Agreement to purchase water from the City of Elyria in substantially the form as is attached hereto and incorporated herein as Exhibit A; and

WHEREAS, it is in the best interest of the Village of Sheffield to enter into the proposed Water Service Agreement with the City of Elyria.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF SHEFFIELD, COUNTY OF LORAIN, AND STATE OF OHIO, THAT:

Section 1: This Council hereby authorizes the mayor to enter into a Water Service Agreement with the City of Elyria in substantially the form as is attached hereto and incorporated herein as Exhibit A.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption 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: This Ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety and welfare of the citizens of the Village of Sheffield, the immediate emergency being the necessity of authorizing the Mayor to enter into an Agreement with the City of Elyria for the purchase of water; therefore, this Ordinance shall be in full force and effect immediately upon its passage and approval by the Mayor.

PASSED _____

_____ _____

Karen A. Shawver, Fiscal Officer Robert C. Markovich, Mayor

1st Reading 02.23.26
2nd Reading 03.09.26
3rd Reading _____

WATER SERVICE AGREEMENT

This Water Service Agreement dated ____ is made and entered into as of the _____ of _____, 2026 by and between the City of Elyria, Ohio, an Ohio Municipal Corporation, (**ELYRIA**), and the Village of Sheffield, Ohio, an Ohio Municipal Corporation, (**SHEFFIELD**), WHEREAS, ELYRIA owns and operates its own water treatment, supply and distribution system; and

WHEREAS, SHEFFIELD owns and operates its own distribution system; and

WHEREAS, by Ordinance No. _____enacted on the _____day of _____ 2026 by Elyria City Council approved this Water Service Agreement for the sale of water to SHEFFIELD in accordance with the provisions of this Agreement; and

WHEREAS, by Ordinance No. _____enacted on the _____day of _____, 2026 by SHEFFIELD Council, the purchase of water from ELYRIA in accordance with the provisions of this Agreement was approved.

NOW THEREFORE, ELYRIA AND SHEFFIELD, in consideration of the mutual covenants contained herein and other good and valuable consideration and intending to be legally bound hereby agree as follows:

1. ELYRIA agrees to sell water to SHEFFIELD and SHEFFIELD agrees to purchase water from ELYRIA under the terms and conditions provided herein. ELYRIA will provide water through the Abbe Rd. and Gulf Rd connections. The parties will work together to determine the feasibility of a third connection. This Agreement remains in full force regardless of whether or not a third connection is deemed feasible by both parties.

2. This Agreement shall be for a term of Thirty (30) years commencing January 1st, 2027 and ending December 31st, 2056. Notwithstanding the stated term, ELYRIA will attempt to begin providing water as soon as reasonably practical.

3. During the term of this Agreement and any renewals or extensions thereof, the Village of Sheffield shall purchase from ELYRIA not less than ninety (90%) of its total monthly water usage as measured by any and all water meters (master or otherwise) by which water is measured by the Village of Sheffield for water usage within the Village of Sheffield water distribution system. Provided, however, notwithstanding anything contained herein to the contrary, the total water purchased by the Village of Sheffield from ELYRIA for each year of this Contract Agreement shall not be less than Two Hundred Forty-Three Thousand Nine Hundred Eighty-Four (243,984) Hundred Cubic Feet (HCF). If water distribution begins in 2026 the minimum will be prorated based on the date distribution begins. If the minimum purchase is not met for a given year, ELYRIA will issue a bill to SHEFFIELD for the unpurchased amount at the conclusion of the year at issue.

4. Water shall be delivered to the point(s) of delivery, as defined hereinbelow, at a reasonably constant pressure. ELYRIA will make reasonable efforts to provide a PSI of between

60-70. Emergency failures of pressure or supply due to supply line breaks, power failure, flood, fire, water used to fight fire, earthquakes, catastrophe or emergency shall excuse ELYRIA for a reasonable time period as may be necessary to restore volume and pressure.

5. Water purchased by SHEFFIELD shall be measured for billing purposes by two (2) new master meters, one of which will be located on Abbe Road at or about the Elyria/Sheffield Village municipal corporation line, and the other of which will be located at 4706 Detroit Road, Sheffield Village, OH, on the property which is presently owned by Sheffield Village , and any other location agreed by the parties in writing (the "point of delivery"). Master meters shall be read monthly by ELYRIA. ELYRIA shall bill SHEFFIELD on the 10th business day of the next month and each succeeding month thereafter for water usage for the previous billing cycle as measured by the master meters. SHEFFIELD shall pay its monthly bill in full, fifteen (15) calendar days after the billing. A penalty of ten percent (10%) of the unpaid balance of a billing shall be paid by SHEFFIELD to ELYRIA, if a billing is not paid by the fifteenth (15th) calendar day after the billing. If the Village of Sheffield fails to pay a bill within sixty (60) days after the date of issuance of the bill, ELYRIA may discontinue water service, upon written notice to SHEFFIELD of not less than ten (10) calendar days.

6. ELYRIA agrees to operate and maintain at its own expense at the point of delivery all necessary metering equipment devices of standard type for properly measuring the quantity of water delivered to SHEFFIELD and to calibrate such metering equipment at the manufacturer's recommended interval or whenever the parties reasonably believe that such may be in error. A meter registering no more than two percent (2%) above or below the actual flow shall be deemed to be accurate. If calibration should disclose an inaccuracy of over two percent (2%) in the metering device, the parties shall attempt to adjust the bills rendered during the period of inaccuracy to their mutual satisfaction. In the event the parties cannot agree, the billing will be adjusted based on the usage for the same time period in the previous year considering the number of customers on SHEFFIELD lines for each period. Authorized representatives of SHEFFIELD and ELYRIA shall at all times have access to the metering devices. ELYRIA'S responsibility for operation and maintenance is limited to the master meters only; any equipment but for the meter itself shall be maintained by SHEFFIELD in compliance with the American Water Works Association Standards.

7. All billings to SHEFFIELD shall be mailed to 4480 Colorado Avenue, Sheffield Village, Ohio 44054.

8. SHEFFIELD shall pay ELYRIA for water usage at the below rates per hundred cubic feet as set forth in Exhibit A.

9. This Agreement shall be automatically renewed for successive five-year terms commencing January 1, 2057. The Rate shall be increased by TWO percent (2 %) over the previous year's Rate. To prevent automatic renewal, ELYRIA or SHEFFIELD must provide the other with a written notice of non-renewal at least two (2) years prior to the end of the original term or each successive five-year term thereafter.

10. SHEFFIELD agrees that it shall make no bulk sales to any area outside SHEFFIELD municipal corporate limits without prior written consent from ELYRIA.

11. SHEFFIELD agrees that it shall not make any adjustments to its distribution system which would cause its annual water usage to be less than Two Hundred Forty-Three Thousand Nine Hundred Eighty-Four (243,984) Hundred Cubic Feet (HCF) annually unless SHEFFIELD shall have given ELYRIA one (1) year's advance written notice of such changes.

12. SHEFFIELD further agrees that it will continue to use its best efforts to purchase additional water from ELYRIA over and above the minimums provided in this Agreement.

13. At all times during the term of this Agreement, including any renewals or extensions thereof, SHEFFIELD shall comply with applicable rules and regulations of the Ohio Environmental Protection Agency for Backflow Prevention. In the event SHEFFIELD fails to be in compliance with the Ohio Environmental Protection Agency's Rules and Regulations for Backflow Prevention Program, ELYRIA may require the Village of Sheffield to install, at the Village of Sheffield's expense, such backflow prevention device(s) as may be necessary to comply with applicable Ohio Environmental Protection Agency Rules and Regulations for Backflow Prevention.

14. Elyria will perform SHEFFIELD's monthly bacteriological tests, and submit a report detailing the results thereof to SHEFFIELD and the Ohio Environmental Protection Agency ("OEPA") monthly. The Village of Sheffield shall collect the samples necessary for such bacteriological testing and bring to the ELYRIA's lab on predetermined days. The cost of such tests shall be fifteen dollars ($15.00) per test and the cost shall remain the same for two (2) years. Thereafter, the cost thereof may be increase annually by ELYRIA to account for increases in the cost of chemicals, materials, etc., necessary for testing. ELYRIA shall notify the Village of Sheffield of any adjusting testing costs not less than one (1) month prior to the year for which such adjustment shall be effective.

15. Any notice by either party to the other shall be in writing and may be personally delivered or delivered by certified U.S. Mail.

Notices to ELYRIA shall be addressed to the Elyria Safety Service Director, 131 Court Street Suite 301, Elyria, Ohio 44035. Notices to the Village of Sheffield shall be addressed to Village Administrator at 4480 Colorado Ave. Sheffield Village, Ohio 44054.

Either party may in writing change the address and the person to receive such notification by providing the other party written notice as provided herein. Notices personally delivered shall be deemed communicated upon delivery. Notices forwarded by certified U.S. Mail shall be deemed communicated upon proof of receipt.

16. This Agreement shall be governed, construed, and enforced in accordance with the laws of the State of Ohio. The Parties agree that any actions regarding this Agreement or the work performed hereunder shall be brought in the Court of Common Pleas of Lorain County, Ohio. Each Party consents to the exclusive jurisdiction of the Court of Common Pleas of Lorain

County, Ohio, and hereby agrees not to challenge this Governing Law provision, and further agrees not to attempt to remove any legal action outside of Lorain County for any reason.

17. No changes, modifications, extensions or supplements to this Agreement shall be valid or enforceable unless in writing and duly executed on behalf of ELYRIA and SHEFFIELD.

18. If any term or provision of this Agreement shall become or be declared by a court of law to be invalid or unenforceable, the remainder of this Agreement and the application of the remainder of this Agreement shall not be affected thereby, that each term and provision of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

19. This Agreement and all the attachments hereto constitute the entire Agreement between ELYRIA and SHEFFIELD with respect to water service as stated herein.

20. ELYRIA and SHEFFIELD agree that no representations or warranties shall be binding upon either party unless expressly in writing.

21. SHEFFIELD shall not assign or transfer its interest or any part thereof in this Agreement without the written consent of the ELYRIA.

22. Neither Party shall be in default if its failure to perform any obligation hereunder is caused solely by supervening conditions beyond that Party's reasonable control, including, without limitation, acts of God, civil commotion, strikes, labor disputes, governmental demands or requirements, or any other cause beyond the Parties' reasonable control.

23. SHEFFIELD shall permit ELYRIA access to install and maintain a meter vault on SHEFFIELD property located at 4706 Detroit Road, Sheffield Village, OH 44035 ("Gulf Rd. meter vault"). SHEFFIELD will permit access to the meter vault in perpetuity including after the expiration of this Agreement. SHEFFIELD will be responsible for setting, maintaining, and operating the pressure reducer necessary at said property as well as any expenses associated with the pressure reducer.

24. The Parties agree to cooperate in good faith to accomplish the purposes of this Agreement. 25. SHEFFIELD will provide an easement permitting ELYRIA access to the Gulf Rd. meter vault. (See Exhibit B for map). If said easement is not completed within a reasonable time after the execution of this Agreement, this Agreement is null and void.

26. SHEFFIELD will retain the addresses listed in Exhibit C as customers. SHEFFIELD shall provide readings from the meters at the ten addresses, or shall provide access to read said meters, by the 5th of each month in order to allow ELYRIA to bill said addresses.

IN WITNESS WHEREOF, this Agreement has been signed in duplicate by the Village of Sheffield on the _____ day of _____, 2026 and by Elyria on the __ of ____ _____, 2026.

IN THE PRESENCE OF:

_____

VILLAGE OF SHEFFIELD, OHIO:

By: _____
Date

IN THE PRESENCE OF:

_____

CITY OF ELYRIA, OHIO:

By: _____
Date

APPROVED AS TO FORM:

_____
Village of Sheffield Law Director Date:

_____
Amanda Deery Date:
Elyria Law Director

Exhibit A

Village of Sheffield Rate

Effective January 1st of each year

Year	Rate
2027	1.7900
2028	1.7900
2029	1.7900
2030	1.7900
2031	1.7900
2032	1.8258
2033	1.8623
2034	1.8996
2035	1.9376
2036	1.9763
2037	2.0158
2038	2.0561
2039	2.0973
2040	2.1392
2041	2.1820
2042	2.2256
2043	2.2702
2044	2.3156
2045	2.3619
2046	2.4091
2047	2.4573
2048	2.5064
2049	2.5566
2050	2.6077
2051	2.6598
2052	2.7130
2053	2.7673
2054	2.8226
2055	2.8791
2056	2.9367

Exhibit B

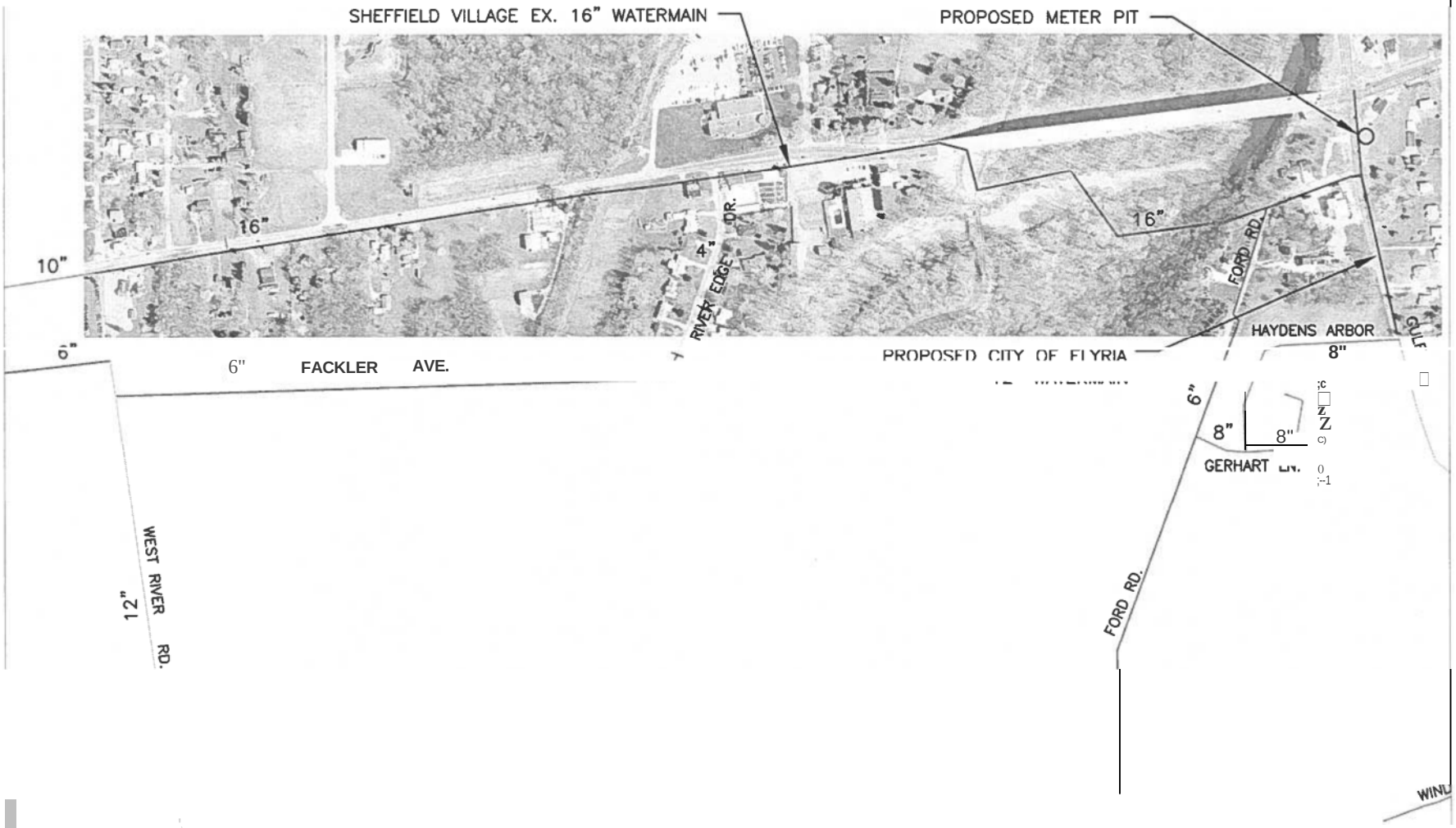

SHEFFIELD VILLAGE EX. 16" WATERMAIN
PROPOSED METER PIT
16"
16"
10"
4"
RIVER EDGE DR.
FORD RD.
HAYDENS ARBOR
8"
6"
FACKLER AVE.
PROPOSED CITY OF ELYRIA
6"
8"
8"
GERHART
12"
WEST RIVER RD.
FORD RD.

Exhibit C

DONALD GERHART	5327 FORD ROAD	Residential
TERRY KNAPP	5590 FORD ROAD	Residential
MARKRACZ	5642 FORD ROAD	Residential
SHELBY REASER	5644 FORD ROAD	Residential
LUXURY HEATING	5308 GULF ROAD	Commercial
MELISSA RIVERA	5311GULF ROAD	Residential
CODEIGH THOMPSON	5309 GULF ROAD	Residential
JILL GIANNETTA	5317 GULF ROAD	Residential
DAVID TITUS	5319GULFROAD	Residential
KENNETH BODNAR	5321GULF ROAD	Residential
KENNETH BODNAR	5323 GULF ROAD	Residential
WILLIAM D. BODNAR	5327 GULF ROAD	Residential
MICHAEL SCHNEIDER	5337 GULF ROAD	Residential
KEVIN WHITE	5353 GULF ROAD	Residential
DONALD WHITE	5379 GULF ROAD	Residential
JAMES MITCHELL	5469 GULF ROAD	Residential