



COMMITTEE OF THE WHOLE MEETING

Thursday, April 23, 2026 at 6:00 PM | 6000 Wales Road, Northwood, OH 43619 ; in the Council Chambers

Access meeting materials and information via the Northwood, Ohio Public Portal:

<https://northwoodoh.portal.civicclerk.com/>

Members of Committee of the Whole

Michael Melnyk, Council President

Jim Barton

Andrew Dickey

Dean Edwards

Pat Huntermark

Terry Kretz

Pat McGaharan

CALL TO ORDER:

ROLL CALL:

APPROVAL OF MINUTES:

- February 26, 2026 Meeting Minutes.

TOPICS/ISSUES:

1) REC BOARD BY-LAWS

2) JOINING NWWSD

3) FD APPARATUS REQUESTED PURCHASE

4) REVENUE DISCUSSION

- Senate Bill 239 - legislation to increase employer contributions to the OPF from 19.5% to 24% over 5 years

NEW BUSINESS:

OLD BUSINESS:

ADJOURNMENT:

February 26, 2026

City of Northwood Committee of the Whole Meeting Minutes

CALL TO ORDER

The meeting of the Northwood Committee of the Whole was called to order at 06:30 PM on February 26, 2026 in the Council Chambers and via Live Stream.

ROLL CALL

The roll was called by and those in attendance were as follows: Michael Melnyk, Dean Edwards, Jim Barton, Pat Huntermark, Andrew Dickey, Terry Kretz, Pat McGaharan, and City Administrator Kevin Laughlin.

APPROVAL OF MINUTES

November 13, 2025 meeting minutes.

MOTION: Councilor Dickey made a motion to **approve**; seconded by Councilor Kretz. **ROLL CALL:** **Yes:** Councilor Edwards, Councilor Barton, Council President Melnyk, Councilor Huntermark, Councilor Dickey; **No:** None; **Abstain:** Councilor Terry Kretz, Councilor Pat McGaharan
RESULT: *Passed (5-0)*

TOPICS/ISSUES

Wood County Plays Presentation

Ryan Wichman, President of Wood County Plays, presented a proposal to construct Northwood's first inclusive playground at Brentwood Park in partnership with Miracle League.

Mr. Wichman explained that Wood County Plays, founded in 2019, is a nonprofit organization dedicated to building inclusive playgrounds for children and families of all abilities. The organization has successfully completed playgrounds in Perrysburg (2021), Bowling Green (2022), and Fostoria (2024, opening this spring) The proposed Brentwood Park playground would include:

- Poured-in-place rubber surfacing (approximately 11,000 square feet) for full wheelchair accessibility
- Separate play zones for different age groups
- An accessible merry-go-round
- Dual zip lines with inclusive seating options
- Musical play equipment
- Multiple swing types, including "friendship swings"
- A large shade structure
- Wheelchair-accessible, ground-level trampolines (potentially the first of their kind in the region)

The total estimated project cost is approximately \$750,000. To date, Wood County Plays and Miracle League have raised approximately \$300,000 through fundraising efforts and community support. An application has been submitted for an Ohio EPA recycled tire grant that could provide approximately \$125,000 toward the surfacing cost. The City has already allocated \$300,000 in its prior budget toward the project, which aligns with previously planned park equipment replacement costs.

Council members expressed strong support for the project, noting the popularity of similar playgrounds and the unique opportunity to pair an inclusive playground with the existing Miracle League Field at Brentwood Park.

Council Retreat

The City Administrator proposed scheduling a Council Retreat in April, likely on a weekend, to establish Council priorities, discuss strategic planning, and review potential charter considerations. With the addition of three new Council members, the retreat would help align administrative efforts with Council's goals for the year.

Members were asked to provide availability, particularly considering April vacations and spring break schedules.

NEW BUSINESS

Discussion followed regarding implementation of the recently adopted Comprehensive Plan. The City Administrator noted that plan initiatives are categorized as short-, mid-, and long-term. The administration has already begun work on several short-term items, including a zoning code overhaul. Plans are underway to establish a Capital Improvement Program (CIP) Committee in April or May, with representation from administration and Council, to begin developing the next five-year capital improvement plan. Committee members emphasized the importance of actively implementing the Comprehensive Plan to avoid past plans remaining unaddressed.

OLD BUSINESS

The Committee discussed funding considerations for the inclusive playground, including grant opportunities and previously budgeted park improvements. Parking and pathway accessibility at Brentwood Park were identified as

February 26, 2026

future planning considerations due to anticipated increased usage. It was noted that the Miracle League Field at Brentwood Park opened in 2009, and the pairing of the field with an inclusive playground would make Northwood a unique destination within the region.

ADJOURNMENT

06:53 PM

ATTEST: Emily Popovitch
Clerk

APPROVED: Randy Kozina
Chair

CHAPTER 270

Recreation Board; Parks

- 270.01 Establishment; composition.
- 270.02 Powers and duties.
- 270.03 Meetings.
- 270.04 Appointment; term.
- 270.05 Vacancies.
- 270.06 Officers; rules and regulations.
- 270.07 Budget.
- 270.08 Donations and bequests.
- 270.09 Disbursement of funds; approval of expenditures.
- 270.10 Baseball Commissioner.
- 270.11 Parks. (Repealed)

CROSS REFERENCES

Land appropriation for parks - see Ohio R.C. 715.21, 719.01

State law provisions - see Ohio R.C. 755.12 et seq.

270.01 ESTABLISHMENT; COMPOSITION.

There shall be a Recreation Board consisting of five members, each of whom shall be a resident and qualified elector of the City. The members shall appointed by the Mayor with the consent of Council. Two of the members of the Recreation Board shall be members of the Board of Education or shall be members appointed by the Board of Education.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.02 POWERS AND DUTIES.

The Recreation Board shall generally act in an advisory capacity, making recommendations to Council concerning the development, maintenance and operation of playgrounds, recreational facilities, and programs for the City, including fees and rates thereof. The Recreation Board shall also have those powers and perform those duties as Council may provide by ordinance or resolution, including, specifically, the following powers and duties:

- (a) To analyze community needs in the parks and recreation area, and recommend such programs, activities, and improvements as might be deemed necessary to Council.
- (b) To plan for both long-range and short-range expansions and changes in parks, park facilities and make such recommendations to Council.
- (c) To recommend rules and regulations governing the use of parks and recreation facilities, such as: closing hours, restrictions on use, and guidelines for use of parks and recreation facilities, subject to the approval by legislation of Council.
- (d) To recommend rates and fees for recreational activities and facilities, subject to approval by legislation of Council.
- (e) To review and make recommendations to Council concerning the need for capital outlays, or the acquisition of major pieces of equipment in the area of parks and recreation.
- (f) To recommend the purchase, lease, sale, or exchange of real or personal property in the name of the City, no longer needed for recreational purposes, within or outside the City, subject to approval of Council.
- (g) The Board shall devise and recommend for adoption by Council a recreational program for children, young people, and men and women in all walks of life; offer leadership in coordinating and correlating all recreational activities to the maximum benefit of the citizens of the City; and cooperate and coordinate the building of the total community recreational program into and around the public and private organizations concerned with public welfare, education, and family relations.
- (h) To recommend the hiring of umpire-in-chiefs or providers of services deemed necessary or desirable to carry out the programs and duties as outlined herein, subject to approval by Council.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.03 MEETINGS.

The Recreation Board shall hold a meeting at least once a month at a regular scheduled place and time, and at other such times as may be necessary in the judgment of the Chairperson or upon application to the Chairperson by at least two members of the Board. Notice of each special meeting shall be given to the members personally by telephone or e-mail notification at least 24 hours prior to the time of the meeting, unless the member shall specifically waive notice in writing or by actual attendance. All meetings of the Board shall be public.

(Ord. 2008-30. Passed 12-4-08.)

270.04 APPOINTMENT; TERM.

The members of the Recreation Board shall be appointed by the Mayor with the concurrence of Council and shall serve for terms of five years, except that the members first appointed shall be appointed for such terms that the term of one member expires annually on December 31 thereafter.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.05 VACANCIES.

Vacancies in the membership of the Recreation Board occurring otherwise than by expiration of term shall be filled for the unexpired term in the same manner as original appointments are made.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.06 OFFICERS; RULES AND REGULATIONS.

Upon appointment and confirmation as hereinbefore provided, the members of the Recreation Board shall elect a Chairman and Secretary and select all other necessary officers to serve for a period of one year. Such Board may adopt rules and regulations for the conduct of all business within its jurisdiction.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.07 BUDGET.

The Board shall, on or before September 15 of each year, submit to Council a proposed budget and report of the program and activities proposed to be carried on under the jurisdiction of the Board for the next succeeding fiscal year and shall annually, on or before December 31, make and file with Council a complete report of its activities for the past year, showing expenditures made and obligations incurred together with any recommendations deemed pertinent to the activities, facilities or business under the jurisdiction of the Board.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.08 DONATIONS AND BEQUESTS.

The Recreation Board may solicit or receive gifts, donations or bequests of money or property to be used for any activity or purpose within its jurisdiction, subject to the approval of occupancy and the loan of facilities and equipment to be used or employed for activities under its jurisdiction.

(Ord. 63-8. Passed 3-14-63; Ord. 2008-30. Passed 12-4-08.)

270.09 DISBURSEMENT OF FUNDS, APPROVAL OF EXPENDITURES.

(a) Expenditures from funds appropriated by Council for activities within the jurisdiction of the Recreation Board, after certification by the Board to the Finance and Revenue Director of the amounts and purposes thereof, shall be disbursed in the manner provided for disbursement of Municipal funds by the laws of the State and the ordinances of the City.

(b) All expenditures from appropriate funds, other than compensation for part-time employees, shall first be approved by Council upon the basis of vouchers duly prepared and submitted for such purpose.

(Ord. 2008-30. Passed 12-4-08.)

270.10 BASEBALL COMMISSIONER.

There is hereby created the position, on a part-time basis, of Baseball Commissioner, who shall be responsible for the administration, supervision, scheduling and other required activities as prescribed by the Recreational Board for the summer softball and baseball programs.

(Ord. 79-26. Passed 5-24-79; Ord. 2008-30. Passed 12-4-08.)

270.11 PARKS. (REPEALED)

(EDITOR'S NOTE: Section 270.11 was repealed by Ordinance 2019-24, passed September 26, 2019.)