

May 14, 2026

## City of Northwood Regular City Council Meeting Minutes

### CALL TO ORDER

The Regular meeting of the Northwood City Council was called to order by Council President Melnyk who served as the Acting Mayor at 07:00 PM on May 14, 2026 in the Council Chambers.

### SWEARING-IN CEREMONY

Robert Duncan was sworn in as a Peace Officer for the City of Northwood Police Department. Acting Mayor Melnyk administered the oath.

### PLEDGE OF ALLEGIANCE Mayor Schimmel

Pledge of Allegiance was given.

### ROLL CALL

The roll was called by Clerk of Council Popovitch and those in attendance were as follows: Council President Melnyk, Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Josh Auman.

**MOTION:** Councilor Huntermark made a motion to **excuse Mayor Schimmel**; seconded by Councilor Edwards.

**ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

**RESULT:** (7-0)

**MOTION:** Councilor Edwards made a motion to **appoint Pat Huntermark as Council President Pro-Tem**; seconded by Councilor Dickey. **ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** Pat Huntermark

**RESULT:** Passed (6-0)

### APPROVAL OF MINUTES

April 23, 2026 Regular Council Meeting Minutes.

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### PRESENTATION

#### Chris Smalley from Wood County Park District presenting park grant check

Jonathan Smith, Vice Chair of the Wood County Parks District Board, presented the City with a \$6,500 grant check to assist with replacement of the picnic tables at the Brentwood Park Shelter House. Information regarding future grant opportunities was also provided.

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### PUBLIC COMMENT

### COMMUNICATIONS

FirstEnergy notification regarding a proposed three-year electric distribution rate plan filing with the Public Utilities Commission of Ohio was received and made available for review.

**Invitation to Senior Citizen's Luncheon - Friday, June 5 at 11am at Northwood Local Schools**  
**RSVP by May 27**

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### COUNCIL COMMITTEE REPORTS

#### Economic Development Councilor Barton

No Report.

#### Finance Councilor Dickey

No Report.

#### Recreation Board Councilor Barton

The Community Service Award recipient was selected and will be announced at a later date. Upcoming Recreation Department events include:

- Movie Night on May 29
- Palooza in the Park is on June 5
- Fishing Derby on June 20 at 9:00 a.m.
- Blood Drive at the Community Center on May 27

Next meeting scheduled for June 10, 2026.

#### Safety Councilor Kretz

No Report.

#### Tree Commission Council President Melnyk

# May 14, 2026

The recent meeting was canceled due to lack of quorum. No rescheduled date has been set.

## **Service Councilor Edwards**

No Report.

## **Parks, Rec & NCC Councilor Huntermark**

No Report.

## **Committee of the Whole Council President Melnyk**

No Report. Next Meeting: May 28, 2026 at 6:00 p.m. to discuss retreat follow-up items, potential charter amendments, revenue discussions, and apparatus-related matters.

## **MAYOR Mayor Schimmel**

### **Mayor's Report**

Informational personnel updates were provided by Acting Mayor Melnyk:

- Seasonal Groundskeeper, Brandon Didion hired effective May 18, 2026
- Full time Firefighter/EMT, Drew Lasley, effective May 18, 2026.
- Part-time Firefighter/EMT, Tiffany Ilconich effective immediately.
- Part-time Firefighter/EMT Logan Wolph
- Resignations were received from two part-time firefighters, Isaiah Reeder and Ben Huenefeld effective May 6, 2026.

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## **CITY ADMINISTRATOR Kevin Laughlin**

### **City Administrator's Report**

#### **Recreation Board / Parks Committee Consolidation**

Discussion was held regarding proposed amendments to Chapter 270 concerning consolidation of the Recreation Board and Parks, Recreation & NCC Committee. Legislation is expected at the May 28 meeting.

#### **Lexipol Standards of Conduct Policy**

Council discussed a proposed standards of conduct policy for elected officials. Several members expressed that the City Charter already addresses these matters. No action was taken.

#### **Piper Ditch Concerns**

Discussion was held regarding standing water and drainage concerns behind Piper Drive properties. The County Engineer's Office recommended a formal ditch petition process. Council discussed potential impacts to residents, including easements and assessments. No action was taken.

#### **TrainFo Project**

The project kickoff meeting was held May 4, 2026. Sensors are expected to arrive by the end of May, with project completion anticipated by August 7, 2026.

#### **ODOT Resurfacing Projects**

ODOT will pave portions of State Route 51 beginning near Circle K and ending near the SR-51/SR-163 intersection in Genoa. The City is also exploring future grant opportunities and planning for resurfacing Woodville Road throughout Northwood.

#### **OPWC Grant Award**

The City received an OPWC grant for signalization improvements at Main Street and Woodville Road. Grant authorization is expected in July 2026, with the project anticipated for 2027.

#### **CIC / Revolving Loan Fund**

The CIC finalized a \$10,000 Revolving Loan Fund award for Beautiful Refinement Children's Therapy to support facility improvements and expansion of therapy services. Discussion was also held regarding proposed legislation to formally establish and codify the revolving loan fund program.

#### **Business Retention & Expansion Survey**

The survey is nearing completion, and staff is coordinating with OSU Extension to present results and recommendations to Council at a future meeting.

#### **Committee of the Whole Meeting**

A Committee of the Whole meeting was scheduled for May 28, 2026 at 6:00 p.m. to discuss retreat follow-up items, potential charter amendments, revenue discussions, and apparatus-related matters.

#### **Bridge Payment Agreement**

**MOTION:** Councilor Huntermark made a motion to **authorize the City Administrator to sign an agreement with BridgePayment, for online payment services for the Court;** seconded by Councilor Dickey. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

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RESULT: *Passed (7-0)*

**Financial Infographic Discussion**

Council reviewed a draft infographic intended to help explain City fund balances, revenues, and potential funding options to both Council and the public.

**CITY FINANCIAL REPORT(S)**

**APRIL 2026 EXPENDITURES**

**MOTION:** Councilor Huntermark made a motion to **acknowledge receipt of the April 2026 City Financial Reports**; seconded by Councilor Edwards. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

**LIST OF EXPENDITURES OVER \$10,000**

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
VC3	CONVERSION OF WIDOWS 11 TO O365 LICENSES	\$17,891.92
WOOD COUNTY OFFICE	SHERIFF'S MONTHLY DISPATCHING FEE	\$17,370.82
WHITE HAT LLC	35% DEPOSIT FOR 15 YEAR ROOF RESTORE SYSTEM	\$26,575.50
MARTIN PUBLIC SEATING	50% DOWNPAYMENT FOR NCC BLEACHERS	\$22,396.25
FET CONSTRUCTION SERVICES	WOODVILLE & WHEELING STOP LINE RADAR DETECTION SYSTEM	\$33,000.00
CUMMINS	E17 REPAIRS	\$16,731.41
DAVEY RESOURCE GROUP	WM DRY CREEK RESTORATION	\$32,372.69

**MOTION:** Councilor Huntermark made a motion to **Approve the list of Expenditures over \$10,000**; seconded by Councilor Dickey. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

**NEW RESOLUTION**

**PENDING RESOLUTION**

**NEW LEGISLATION**

**ORDINANCE 2026-14 AUTHORIZING THE CITY ADMINISTRATOR TO RENEW A CONTRACT WITH NORTHWOOD LOCAL SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A "SCHOOL RESOURCE OFFICER (SRO)" PROGRAM FOR THE 2026-2027 SCHOOL YEAR; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2026-15 EXPRESSING THE INTENT OF THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO, TO ESTABLISH A REVOLVING LOAN FUND (RLF) TO SUPPORT SMALL BUSINESS DEVELOPMENT, RETENTION, AND EXPANSION; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2026-16 AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE DIRECTOR OF TRANSPORTATION OF THE STATE OF OHIO FOR THE RESURFACING OF STATE ROUTE 51, INCLUDING THE PORTION LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF NORTHWOOD, AS PART OF AN ODOT 2027 RESURFACING PROJECT; AUTHORIZING THE EXECUTION OF ALL NECESSARY DOCUMENTS; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2026-17 AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO THE FIRE/EMS MUTUAL-AID AGREEMENT; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**PENDING LEGISLATION**

**CITY ATTORNEY'S REPORT/DISCUSSION Brian Ballenger**

The City Attorney reported receipt of materials related to Northwestern Water & Sewer and indicated additional information would be provided at the next meeting.

**CITY ENGINEER'S REPORT/DISCUSSION Josh Auman**

# May 14, 2026

## City Engineer's Report

### Curtice Road Resurfacing Project

Bids were opened for the Curtice Road resurfacing and curb installation project over I-280. Work is from Meijer Dr. to Lemoyne.

**MOTION:** Councilor Huntermark made a motion to **award the Curtice Road Resurfacing Project to the Shelly Company in the amount of \$356,953**; seconded by Councilor Kretz. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

**RESULT:** *Passed (7-0)*

### Dry Creek Project

Plantings have been completed and the project is nearing completion.

### Dalling Drive Extension Improvements

Construction began the previous week with an anticipated completion date of July 31, 2026.

### Sidewalk Assessments

Sidewalk assessments for West Andrus and 2025 resurfacing areas are being finalized for distribution to property owners.

### 2026 Resurfacing Projects

The Richmond and Dillrose resurfacing project has been advertised with bids scheduled to open May 27, 2026. The Dalling Drive East resurfacing project has been moved to 2027 to coincide with planned Hagman and Ranger improvements.

### Tracy Road Project

The Tracy Road and McNerney improvements have been completed and are fully operational.

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## NEW BUSINESS

Council discussed potentially making informational financial materials available to the public to improve understanding of City finances and reporting processes.

## OLD BUSINESS

Concerns were raised regarding restoration work by AT&T contractors near 4450 Wise Street; Damaged grass areas and construction debris left from an accident on Bradner Rd. going to look into both issues.

Discussion was held regarding planning for the upcoming America 250 celebration, including possible decorations, giveaways, and fireworks participation.

### Summer Council Meeting Schedule

**MOTION:** Councilor Edwards made a motion to **schedule summer council meetings for: Wednesday, July 1, 2026 Thursday, August 27, 2026**; seconded by Councilor Dickey. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

**RESULT:** *Passed (7-0)*

Council discussed procedural questions regarding the Revolving Loan Fund ordinance and whether funds should originate from the CIC or City budget accounts. Staff indicated the matter would be reviewed further.

## PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

## EXECUTIVE SESSION

## ADJOURNMENT

07:45 PM

ATTEST:

\_\_\_\_\_   
Council Clerk

APPROVED:

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Mayor