



**REGULAR CITY COUNCIL MEETING**

**Thursday, June 11, 2026 at 7:00 PM | Council Chambers, 6000 Wales Road, Northwood, OH 43619**

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

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

**Members of City Council**

- Council President, Michael Melnyk
- Jim Barton
- Andrew Dickey
- Dean Edwards
- Pat Huntermark
- Terry Kretz
- Patrick McGaharan

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:** *Mayor Schimmel*

**ROLL CALL:**

**APPROVAL OF MINUTES:**

- May 28, 2026 Meeting Minutes

**PRESENTATION:**

**PUBLIC COMMENT:**

**COMMUNICATIONS:**

**COUNCIL COMMITTEE REPORTS:**

**Economic Development** ~ *Councilor Barton - Meeting On 6/25/26 @ 6:30PM*

**Finance** ~ *Councilor Dickey - Meeting On 6/11/26 @ 6:30PM*

**Recreation Board** ~ *Councilor Barton*

**Safety** ~ *Councilor Kretz*

**Tree Commission** ~ *Council President Melnyk*

**Service** ~ *Councilor Edwards*

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

**Committee Of The Whole** ~ *Council President Melnyk*

**MAYOR:** *Mayor Schimmel*

- Mayor's Report

**CITY ADMINISTRATOR:** *Kevin Laughlin*

- City Administrator's Report

**CITY FINANCIAL REPORT(S)**

- MAY 2026 EXPENDITURES

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

<b><u>INVOICE</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>AMOUNT</u></b>
TRAINFO CORPORATION	SENSOR, ELECTRONICS & CAMERA KIT FOR RAILROAD SENSOR SYSTEM	\$10,500.00

WOOD COUNTY SHERIFF'S OFFICE	MONTHLY DISPATCHING FEE	\$17,370.82
NORTHWOOD DOOR	FIRE STA 1 & 2 DOOR REPLACEMENTS	\$18,676.00

**NEW RESOLUTION:**

**PENDING RESOLUTION:**

**RESOLUTION 2026-04** ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2027; AND DECLARING AN EMERGENCY *2nd Reading.*

**NEW LEGISLATION:**

**ORDINANCE 2026-21** AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD FOR FISCAL YEAR 2026; AND DECLARING AN EMERGENCY. *1st Reading.*

**ORDINANCE 2026-22** DETERMINING TO HAVE THE CITY JOIN THE NORTHWESTERN WATER AND SEWER DISTRICT AND AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION TO THE DISTRICT AND DECLARING AN EMERGENCY. *1st Reading.*

**ORDINANCE 2026-23** AUTHORIZING THE CITY OF NORTHWOOD TO ENTER INTO A PARTNERSHIP AGREEMENT WITH WOOD COUNTY TO ALLOW FOR COLLABORATION AND SUBMISSION OF THE PY2026 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP) GRANT APPLICATION AND DECLARING AN EMERGENCY. *1st Reading.*

**PENDING LEGISLATION:**

**ORDINANCE 2026-18** AMENDING NCO CHAPTER 220.02 RULES; AND DECLARING AN EMERGENCY. *2nd Reading.*

**ORDINANCE 2026-19** AMENDING NCO CHAPTER 270 RECREATION BOARD; PARKS AND DECLARING AN EMERGENCY. *2nd Reading.*

**ORDINANCE 2026-20** AMENDING NCO CHAPTER 208.08 MISCELLANEOUS FEES; AND DECLARING AN EMERGENCY. *2nd Reading.*

**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. *3rd Reading.*

**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. *3rd Reading.*

**ORDINANCE 2026-17** AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO THE FIRE/EMS MUTUAL-AID AGREEMENT; AND DECLARING AN EMERGENCY. *3rd Reading.*

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

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

- City Engineer's Report

**NEW BUSINESS:**

**OLD BUSINESS:**

**PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:**

**EXECUTIVE SESSION:**

**ADJOURNMENT:**

May 28, 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 Mayor Schimmel at 07:11 PM on May 28, 2026 in the Council Chambers.

### 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: Mayor Schimmel, Council President Melnyk, Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, City Administrator Kevin Laughlin, and City Engineer Josh Auman.

**MOTION:** Council President Melnyk made a motion to **excuse City Attorney Brian Ballenger**; 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)**

### APPROVAL OF MINUTES

#### May 14, 2026 Meeting Minutes

**MOTION:** Councilor Edwards made a motion to **Approve**; seconded by Councilor Huntermark. **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)**

### PRESENTATION

Judge Joel Kuhlman, Administrative Judge of the Wood County Common Pleas Court General Division, addressed Council regarding several rehabilitation and reentry programs being implemented through the court system. He explained that the court has increased its focus on mental health treatment, substance abuse recovery, job training, and reducing barriers that contribute to repeat criminal behavior.

Judge Kuhlman highlighted the court's investment in GPS monitoring for eligible defendants, noting that providing electronic monitoring can be more cost-effective than incarceration while allowing individuals to maintain employment, housing, and family responsibilities. He also discussed a transportation assistance program that provides rides to court appearances and probation appointments, helping participants comply with court requirements and reducing transportation-related obstacles.

Additionally, Judge Kuhlman described workforce development initiatives available through the county jail, including partnerships with skilled trades unions, Owens Community College, and CDL training programs. These programs provide inmates with job skills and certifications prior to release, improving employment opportunities and reducing recidivism. He shared examples of participants who successfully transitioned into apprenticeship and skilled trade positions following completion of the programs.

Judge Kuhlman reported that the court has been able to return approximately \$1.3 million annually to the County General Fund over the past three years through efficient management and participation in grant-funded programs. He concluded by expressing appreciation for the opportunity to speak and offered to answer questions regarding the court system and its programs.

Mayor Schimmel mentioned an email that was sent to himself and Council regarding proximity of animals.

### PUBLIC COMMENT

### COMMUNICATIONS

### COUNCIL COMMITTEE REPORTS

#### Economic Development Councilor Barton

No report. Next meeting: June 25th @ 6:30PM

#### Finance Councilor Dickey

No report. Next meeting: June 11th @ 6:30PM

#### Recreation Board Councilor Barton

No report.

#### Safety Councilor Kretz

No report.

#### Tree Commission Council President Melnyk

Meeting rescheduled for June 9th @ 5:30PM

# May 28, 2026

## Service Councilor Edwards

No report.

## Parks, Rec & NCC Councilor Huntermark

No report.

## Committee of the Whole Council President Melnyk - Meeting on May 28, 2026 @ 6PM

Council President Melnyk reported that the Committee of the Whole met at 6:00 p.m. and primarily discussed revenue-generating options presented by the Administration. Topics included the potential reduction or elimination of the municipal income tax credit, preparation of a 3.13-mill levy for a future election, and evaluation of a possible increase to the City's income tax rate. Extensive discussion was held; however, no consensus was reached on any of the revenue options.

The Committee also discussed the potential purchase of a Quint fire truck. Members determined that additional information was needed before moving forward. The Finance Director will provide the requested information by midweek, and the matter will be revisited at the next Finance Committee meeting.

## MAYOR Mayor Schimmel

### Mayor's Report

For informational purposes only, it was reported that Braydon Dotson was hired as a part-time firefighter/EMT for the Fire Department. Council discussed the formation of a Charter Review Commission to examine the City Charter. Members discussed potential commission composition, with an initial concept of appointing three to five residents representing different areas of the city. It was noted that commission members would likely need to be electors of the City. Council expressed that any substantive discussion of charter amendments should likely occur after the City's current fiscal issues are addressed, although planning for the commission could begin in the meantime. Council members were encouraged to submit recommendations for potential commission members to the Mayor.

## CITY ADMINISTRATOR Kevin Laughlin

### City Administrator's Report

- Reported that, based on the recommendation of the City Attorney, Ordinance 2026-15 regarding the proposed Revolving Loan Fund should be moved to final adoption, with Council subsequently voting against final passage.
- Announced that the groundbreaking ceremony for the Brentwood Inclusive Playground is scheduled for June 8, 2026, at 3:00 p.m. Initial site work has begun, and construction is expected to proceed on an aggressive timeline with completion anticipated by late summer.
- Updates were provided regarding utility restoration work by AT&T on Wise Street and Brander Road. Administration also reported that the City expects to receive approximately \$120,000 in refunded retainer funds from RITA.
- The TrainFo rail crossing warning system project is progressing, with sensors received and installation expected to begin in the coming weeks. Administration also highlighted public information efforts related to blocked rail crossings and municipal income tax credits.
- Council was informed that the Woodville Road Pedestrian Improvement Project came in significantly below the engineer's estimate. As a result, ODOT agreed to cover the cost of construction inspection services, resulting in additional savings to the City.

**MOTION:** Council President Melnyk made a motion to **authorize the City Administrator to execute an agreement with OHM Advisors for construction inspection services once the final contract is received;** 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)*

### Economic Development Update

Administration reported that representatives for the proposed redevelopment of the former gas station property at 3808 Woodville Road indicated construction is expected to begin within approximately six weeks. Plans include a new convenience store and gas station facility.

## CITY FINANCIAL REPORT(S)

**MOTION:** Councilor Huntermark made a motion to **acknowledge receipt of the April financial reports;** seconded by Councilor Barton. **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)*

### April bank reconciliation

### April month end financial reports

May 28, 2026

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

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
MANN'S WOODWARD STUDIOS	NORTHWOOD PUBLIC SAFETY COMPLEX STUDY	\$11,879.50
MPH INDUSTRIES	BEE III SPEED RADARS	\$19,000.00
GERKEN PAVING INC	2025 PAVEMENT RESURFACING	\$29,696.00
GEDDIS PAVING & EXC. INC	W. ANDRUS PAVING PROJECT	\$36,853.55
ANTHEM	EMPLOYEE HEALTH & VISION INSURANCE 6/1/26-7/1/26	\$65,190.37
SSH MECHANICAL SERVICES	SPRING 2026 PREVENTATIVE MAINT.- MUNICIPAL COMPLEX, NCC, TRACY RD FIRE STA	\$10,003.35

**MOTION:** Councilor Barton made a motion to **Approve the list of expenditures over \$10,000**; seconded by Councilor Huntermark. **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**

**RESOLUTION 2026-04 ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2027; AND DECLARING AN EMERGENCY**

1st Reading - Barton

**PENDING RESOLUTION**

**NEW LEGISLATION**

**ORDINANCE 2026-18 AMENDING NCO CHAPTER 220.02 RULES; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2026-19 AMENDING NCO CHAPTER 270 RECREATION BOARD; PARKS AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**ORDINANCE 2026-20 AMENDING NCO CHAPTER 208.08 MISCELLANEOUS FEES; AND DECLARING AN EMERGENCY.**

1st Reading - Edwards

**PENDING 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.**

2nd 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.**

**MOTION:** Councilor Edwards made a motion to **Suspend the rules**; 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

**MOTION:** Councilor Edwards made a motion to **Move on Emergency Clause**; 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

**MOTION:** Councilor Edwards made a motion to **Move on Final Adoption**; seconded by Councilor Dickey. **ROLL CALL:** **Yes:** None; **No:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **Abstain:** None

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

**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.**

2nd Reading - Edwards

May 28, 2026

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

2nd Reading - Edwards

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

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

**City Engineer's Report**

The City Engineer reported that contract documents are being finalized for the Curtice Road project and that construction on the Drouillard Road extension project is underway. Final sidewalk assessments for West Andrus Road and the 2025 resurfacing program have been completed. The bid opening for the 2026 resurfacing program was rescheduled and is expected to occur in early June.

Additional updates included:

Wales Road restoration work is anticipated during the first or second week of June.

Traffic signal sensors have been installed and are operational at Woodville Road and Wheeling Street.

Utility work along Woodville Road is expected to begin June 1.

Council discussed concerns regarding heavy construction traffic on Main Street associated with the Brander Road project. The Engineer indicated that the ditch enclosure work has been completed and that construction vehicles should no longer need to utilize Main Street. Council discussed the proposed community center parking lot project and whether available grant funds should be reserved for future capital improvements given ongoing fiscal concerns. Administration indicated that grant funding may be restricted to community center-related capital projects and committed to verifying any spending deadlines or restrictions before further consideration. No action was taken.

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**NEW BUSINESS**

No Discussion

**OLD BUSINESS**

No Discussion

**PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL**

NA

**EXECUTIVE SESSION**

NA

**ADJOURNMENT**

7:44PM

**ATTEST:**

\_\_\_\_\_

*Council Clerk*

**APPROVED:**

\_\_\_\_\_

*Mayor*



## MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: JUNE 11, 2026

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### NEW HIRES: *(Informational Only)*

Caleb Campbell - recruit firefighter/EMT

### ADMINISTRATION:

### POLICE:

### FIRE:

### RECREATION:

### STREETS/BUILDINGS & GROUNDS:



**CITY ADMINISTRATOR'S REPORT**  
REGULAR CITY COUNCIL MEETING ON: JUNE 11, 2026

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**TOPIC/ ITEM**

**DISCUSSION**

MS Bike to the Bay

Route through the City. First wave departs from Owens CC at 6:30A, last wave 10A

**COUNCIL FOLLOW UP (New & Old Business)**

Item	Action Taken	Status: (complete, in progress)

**2026-4**

**RESOLUTION 2026-04 ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2027; AND DECLARING AN EMERGENCY**

**WHEREAS**, the Budget Commission of Wood County has waived the requirement to hold a Public Hearing; publish Public Notices and adopt a tentative Tax Budget for Budget Year 2027, and

**WHEREAS**, The Estimate of Revenues format will replace the official budget and allow the County to establish an Original Certificate of Estimated Resources for the year 2027;

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That the Estimate of Revenues for the City of Northwood for the calendar year beginning January 1, 2027 heretofore prepared by the Finance & Revenue Director and submitted to this Council, be and is hereby adopted as the official Estimate of Resources for the purpose of Wood County preparing a Certificate of Estimated Resources for the calendar year 2027, attached hereto as Exhibit A.

**SECTION 2.** That the Finance & Revenue Director is hereby authorized and directed to certify a copy of said Estimate of Revenues and a copy of this Resolution to the Wood County Auditor.

**SECTION 3.** It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 4.** This Resolution is hereby declared an emergency measure because the dealing is July 15, 2026 therefore is necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Resolution shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

Vote on emergency clause: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

Vote on final adoption: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

**Adopted this \_\_\_ day of \_\_\_\_\_, 2026. In Effect: \_\_\_\_\_**

ATTEST:

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

# ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION  
FOR BUDGET YEAR BEGINNING JANUARY 1, 2027

THE CITY OF NORTHWOOD

25-Jun-26

**EXHIBIT I**

PURPOSE	CURRENT YEAR	BUDGET YEAR
	2026	2027
<b>1. GENERAL FUND</b>	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Balance, January 1st	\$ 4,232,083.00	\$ 3,532,083.00
<b>REVENUES:</b>	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Taxes		
Real Estate Tax	309,316.00	310,000.00
Personal Property Tax	9,592.00	10,000.00
Municipal Income Tax	5,250,000.00	4,600,000.00
Other Local Taxes	16,070.00	26,000.00
Total Local Taxes	5,584,978.00	4,946,000.00
Intergovernmental Revenues	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
State Shared Taxes and Permits	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Local Government	207,781.00	210,000.00
Local Government Revenue Assistance	26,000.00	26,000.00
Estate Tax	100.00	100.00
Cigarette Tax	200.00	200.00
License Tax	-	-
Liquor and Beer Permits	14,700.00	16,500.00
Gasoline Tax	-	-
Rollbacks (Homestead, 10%, 2.5%, and PP)	25,000.00	27,000.00
Gas & Electric Deregulation Reimbursement	650.00	500.00
Other State Shared Taxes and Permits		
Total State Shared Taxes and Permits	274,431.00	280,300.00
Federal Grants or Aid	-	-
State Grants or Aid	75,000.00	75,000.00
Other Grants or Aid	400,000.00	65,000.00
Total Intergovernmental Revenues	475,000.00	140,000.00
Special Assessments	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
Lighting	73,135.00	75,000.00
Sidewalks	-	-
Weed cutting	5,000.00	8,000.00
Total Special Assessments	78,135.00	83,000.00
Charges for Services	171,300.00	200,000.00
Fines, Licenses, and Permits	576,200.00	440,300.00
Miscellaneous	194,150.00	207,250.00
Other Financing Sources:		
Proceeds from Sale of Debt		
Transfers		
Advances		
Other Sources	340,000.00	290,000.00
Total Revenue	7,694,194.00	6,586,850.00
Total Revenue and Balance	11,926,277.00	10,118,933.00

# ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION  
FOR BUDGET YEAR BEGINNING JANUARY 1, 2027

THE CITY OF   NORTHWOOD  

  JUNE 25  , 2026

CURRENT VALUATION   193,322,634  

**EXHIBIT III**

FUND List All Funds Individually Unless Reported on Exhibit I or II	ESTIMATED UNENCUMBERED BALANCE JANUARY 1ST	BUDGET YEAR ESTIMATED REVENUE	TOTAL BALANCE AND REVENUE
<b>GOVERNMENTAL:</b>	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
<b>SPECIAL REVENUE:</b>	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BUDGET STABILIZATION	4,200,000.00	200,000.00	4,400,000.00
SCMR	26,370.00	685,000.00	711,370.00
MVLT	3,705.00	17,000.00	20,705.00
ST HWY IMP	199,000.00	40,500.00	239,500.00
NW WASTE	3,700.00	15,000.00	18,700.00
FIREFIGHTER STAFFING	30,000.00	345,000.00	375,000.00
DRUG FINE	1,367.00	1,500.00	2,867.00
SPEC LAW ENF	285.00	3,000.00	3,285.00
ENF & EDUC	275.00	1,000.00	1,275.00
COMPUTER RESEARCH	25,000.00	14,000.00	39,000.00
ECON DEV & ACQ	183,333.00	11,000.00	194,333.00
STORM WATER	185,000.00	315,000.00	500,000.00
KNB	59,850.00	-	59,850.00
NWD CIVIC EVENTS	-	10,000.00	10,000.00
AMERICAN RECOVERY	-	-	-
OPIOID CRISIS	13,635.00	6,000.00	19,635.00
TREE CITY USA	190.00	1,000.00	1,190.00
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>4,931,710.00</b>	<b>1,665,000.00</b>	<b>6,596,710.00</b>
<b>DEBT SERVICE FUNDS:</b>	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
GEN OBLIG DEBT	3,324.00	-	3,324.00
MENARDS DEBT RET	145.00	201,200.00	201,345.00
BROWNFIELD LOAN RESERVE	720,000.00	30,000.00	750,000.00
ENCLAVE DEBT RET	3,000.00	215,000.00	218,000.00
REC CENTER DEBT	2,600.00	-	2,600.00
<b>TOTAL DEBT SERVICE FUNDS</b>	<b>729,069.00</b>	<b>446,200.00</b>	<b>1,175,269.00</b>
<b>CAPITAL PROJECT FUNDS</b>	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
CAPITAL IMPROVEMENT	2,100,000.00	1,405,000.00	3,505,000.00
CAPITAL REPLACEMENT	2,927,000.00	785,000.00	3,712,000.00
RECREATION/PARK	58,000.00	2,500.00	60,500.00
FIRE STA ADDN	9,700.00	1,000.00	10,700.00
REC CENTER BLG	-	-	-
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>5,094,700.00</b>	<b>2,193,500.00</b>	<b>7,288,200.00</b>

# ESTIMATE OF REVENUES

FOR SUBMISSION TO WOOD COUNTY BUDGET COMMISSION  
FOR BUDGET YEAR BEGINNING JANUARY 1, 2027

THE CITY OF NORTHWOOD

\_\_June 25\_\_, 2026

**EXHIBIT II**

Reproduce as needed. Use for any fund receiving property tax revenue except the General Fund

FUND NAME:   ECONOMIC DEVELOPMENT & ACQUISITION  

FUND TYPE/CLASSIFICATION:   SPECIAL REVENUE  

DESCRIPTION	2026	2027
	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST	188,133.00	183,333.00
REVENUE		
FROM TAXES	89,200.00	-
FROM OTHER SOURCES	11,000.00	11,000.00
<b>TOTAL REVENUE AND BALANCE</b>	<b>288,333.00</b>	<b>194,333.00</b>

FUND NAME:   ENCLAVE DEBT RETIREMENT  

FUND TYPE/CLASSIFICATION:   DEBT SERVICE  

DESCRIPTION	2026	2027
	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST	8,815.00	3,000.00
REVENUE		
FROM TAXES	70,000.00	215,000.00
FROM OTHER SOURCES	-	-
<b>TOTAL REVENUE AND BALANCE</b>	<b>78,815.00</b>	<b>218,000.00</b>

FUND NAME: \_\_\_\_\_

FUND TYPE/CLASSIFICATION: \_\_\_\_\_

DESCRIPTION	2026	2027
	CURRENT YEAR	BUDGET YEAR
	XXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXX
BALANCE JANUARY 1ST		
REVENUE		
FROM TAXES		
FROM OTHER SOURCES		
<b>TOTAL REVENUE AND BALANCE</b>		

**EXHIBIT VI  
DEBT SCHEDULE**

PURPOSE OF BONDS AND NOTES	AUTHORITY FOR LEVY OUTSIDE 10 MILL LIMIT*	DATE OF ISSUE	DATE DUE	ORDINANCE OR RESOLUTION	SERIAL OR TERM	RATE OF INTEREST	AMTS OF BONDS & NOTES OUTSTANDING AT BEGINNING OF BUDGET YEAR	BUDGET YEAR	
								AMOUNT REQUIRED FOR PRINCIPAL AND INTEREST 1/1/27_to 12/31/27_	AMOUNT RECEIVABLE FROM OTHER SOURCES TO MEET DEBT PAYMENTS 1/1/27 to 12/31/27
Payable from Bond Ret Fund									
INSIDE 10 MILL LIMIT:									
Enclave Infrastruc		4/19/22	12/1/2042	Ord2022-04	serial	2.81	4,860,000	390,450	390450
Comm Center		12/7/22	12/1/2052	Ord2022-21	serial	4.6	6,825,000	462,400	462400
TOTAL							11,685,000	852,850	852850
OUTSIDE 10 MILL LIMIT:									
TOTAL									

\*If the levy is outside the 10 mill limit by vote enter the words "by vote" and the date of the election.  
If outside the 10 mill limit without a vote, enter the reference to the statute under which the levy is exempt from the 10 mill limit.

**2026-21**

**ORDINANCE 2026-21 AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD FOR FISCAL YEAR 2026; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Northwood 2026 Budget Packet included a line item on pages 3 (Fund Balance Analysis) and 23 (Capital Projects) identifying the extension of Dalling Drive with an estimated cost of \$506,650 and indicated that it would be funded by General Fund reserve funds; and,

**WHEREAS**, Ordinance 2025-47 making appropriations for the fiscal year 2026 did not include an account for this expenditure; and,

**WHEREAS**, the project was bid for \$732,000 and funds need to be appropriated;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That the Finance Director is hereby authorized and directed to increase Supplemental Appropriations in the General Fund totaling \$732,000 as follows:

110-7610-53535 Dalling Drive West extension 732,000

**SECTION 2.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 3.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

**ATTEST:**

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

**2026-22**

**ORDINANCE 2026-22 DETERMINING TO HAVE THE CITY JOIN THE NORTHWESTERN WATER AND SEWER DISTRICT AND AUTHORIZING THE MAYOR TO EXECUTE AN APPLICATION TO THE DISTRICT AND DECLARING AN EMERGENCY.**

**WHEREAS**, the CITY of NORTHWOOD ("CITY") and this Council, after careful and thorough review, deems it advisable for the CITY to join the Northwestern Water and Sewer District ("District"), a regional water and sewer district existing under Chapter 6119 of the Ohio Revised Code;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** This Council hereby finds and determines it is necessary for the CITY to become part of the District to provide water and sanitary sewer services more economically and efficiently and that it is in the best interests of the residents of the CITY to have the CITY become part of the District, that it will be conducive to the public health, safety, convenience or welfare and that it is practical and feasible for the CITY to be included in the District.

**SECTION 2.** That the Mayor be and is hereby authorized and directed to execute and file with the District an Application to include the corporate area of the CITY in the District in accordance with Sections 6119.05, O.R.C., in substantially the form attached as Exhibit A hereto.

**SECTION 3.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 4.** That this ordinance is hereby declared to be an emergency measure necessary for the preservation of the public peace, health, safety, comfort and welfare of the inhabitants of the CITY of NORTHWOOD in that said Application must be filed with the District as soon as possible to enable the CITY to join the District, and it shall take effect upon its adoption.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

**ATTEST:**

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

APPLICATION  
(Section 6119.05, O.R.C.)

The City of Northwood, Wood County, Ohio (“City”), a municipal corporation existing and in good standing under the laws and Constitution of the State of Ohio hereby applies to the Board of Trustees of the Northwestern Water & Sewer District (“District”) to include the City of Northwood within the District.

The City has determined it is necessary for the City to become part of the District to provide water and sanitary sewer services more economically and efficiently and that it is in the best interests of the residents of the City to have the City become part of the District, that it will be conducive to the public health, safety, convenience or welfare and that it is practical and feasible for the City to be included in the District.

The City agrees and understands its water and sanitary sewer users will be subject to the District’s rates and charges and other fees.

IN WITNESS WHEREOF, the Mayor of the City of Northwood, Wood County, Ohio, being duly authorized by its City Council, has executed this Application on behalf of the City this \_\_\_ day of \_\_\_\_\_, 2026.

CITY OF NORTHWOOD, OHIO

By: \_\_\_\_\_  
Mayor

Attest:

[City Seal]

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

## ORC Ann. 6119.05

Archived code versions

Current through File 67 of the 136th General Assembly (2025-2026).

### **§ 6119.05 Application for inclusion in district; procedure.**

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At any time after the creation of a regional water and sewer district, any county, township, or municipal corporation whose territory is not wholly included within such district may file an application with such district setting forth a general description of the territory it desires to have included within such district, the necessity for the inclusion of such territory within the district, that it will be conducive to the public health, safety, convenience, or welfare, and that it will be practical and feasible for such territory to be included within the district. If said application is approved by a majority of the board of trustees of said district, the territory described in said application shall thereupon become part of such district. If such application fails to receive the approval of a majority of the board within sixty days after the filing of said application with said district, the county, township, or municipal corporation filing such application may file a petition in the court of common pleas requesting the order of such court upon the board directing the board to include the territory described in said application within said district. Upon the filing of such petition the court shall set a date for hearing and notify the district by service of process on the secretary of the board of the filing of such petition and of the date set for the hearing. If at such hearing the court finds that it will be conducive to the public health, safety, convenience, or welfare of the district and to the territory described in the petition and that it will be practical and feasible for such territory to be included within such district, the court shall order that such territory be included within the district and the terms for its inclusion therein. If the court finds that it will not be conducive to the public health, safety, convenience, or welfare of the district or to the territory described in the petition, or that it will not be practical or feasible for such territory to be included within such district, it shall dismiss the petition and adjudge the costs against the petitioner.

Such inclusion shall become legally effective unless, prior to the ninetieth day following the approval of the board or the order of the court for inclusion, qualified electors residing in the area proposed to be included in such district equal in number to a majority of the qualified electors voting at the last general election in such area file with the secretary of the board of trustees of the district in which inclusion is proposed a petition of remonstrance against such inclusion. The secretary shall cause the board of elections of the proper county or counties to check the sufficiency of the signatures on such petition.

### **History**

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GC § 6785; 123 v 413, § 5; Bureau of Code Revision, 10-1-53; 130 v 1409 (Eff 10-10-63); 134 v S 166. Eff 11-19-71.

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End of Document

**2026-23**

**ORDINANCE 2026-23 AUTHORIZING THE CITY OF NORTHWOOD TO ENTER INTO A PARTNERSHIP AGREEMENT WITH WOOD COUNTY TO ALLOW FOR COLLABORATION AND SUBMISSION OF THE PY2026 COMMUNITY HOUSING IMPACT AND PRESERVATION PROGRAM (CHIP) GRANT APPLICATION AND DECLARING AN EMERGENCY.**

**WHEREAS**, Wood County will be submitting a PY2026 CHIP Grant Application to the Ohio Department of Development (ODOD) due June 24, 2026; and

**WHEREAS**, The City of Northwood is eligible to participate in the PY2026 CHIP Program through a partnership with Wood County and other participating jurisdictions; and

**WHEREAS**, Wood County and the participating jurisdictions have developed a Partnership Agreement, attached hereto as Exhibit A, for the purpose of jointly applying for and administering the PY2026 CHIP Grant; and

**WHEREAS**, City Council finds it necessary and beneficial to authorize participation in the Partnership Agreement to facilitate the submission and administration of the PY2026 CHIP Grant Application.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** The City of Northwood hereby agrees to the following terms of this PY2026 CHIP Partnership Agreement: Exhibit A attached hereto.

**SECTION 2.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 3.** This ordinance shall take effect as an emergency measure because timely execution of this partnership agreement is needed to allow Wood County to prepare for the PY2026 CHIP Grant Application due June 24, 2026 and therefore insures that the health and general welfare of the community are met, and therefore promotes the health, safety and welfare of our citizens

Vote to suspend rules: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

Vote on emergency clause: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

Vote on final adoption: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

**Adopted this** \_\_\_ day of \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

**ATTEST:**

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

**State of Ohio**  
**PY2026 Community Housing Impact and Preservation (CHIP) Program**  
**Partnership Agreement**  
**Between Wood County, Ohio**  
**and the Cities of Bowling Green, Northwood, and Rossford, Ohio**

**WHEREAS**, Wood County intends to submit a PY2026 Community Housing Impact and Preservation (CHIP) Grant Application to the Ohio Department of Development (ODOD), due **June 24, 2026**; and

**WHEREAS**, ODOD has determined that the **Cities of Bowling Green, Northwood, and Rossford** are eligible CHIP “partner” participants within Wood County for the PY2026 funding round, enabling Wood County to apply for the following amounts:

- Wood County: \$400,000
- City of Bowling Green: \$350,000
- City of Northwood: \$300,000
- City of Rossford: \$300,000

for a total potential award of \$1,350,000 to provide housing assistance to income-eligible households; and

**WHEREAS**, without this partnership agreement, Wood County would be eligible for only \$400,000 in CHIP funds; and

**WHEREAS**, the Wood County Board of Commissioners supports continuation of the partnership arrangement between Wood County and the Cities of Bowling Green, Northwood, and Rossford for the PY2026 CHIP Grant Application; and

**WHEREAS**, the Cities of Bowling Green, Northwood, and Rossford have reviewed and approved participation in the PY2026 CHIP partnership; and

**WHEREAS**, Wood County and the Cities of Bowling Green, Northwood, and Rossford agree to form a partnership for the purpose of submitting a PY2026 CHIP Grant Application; and

**WHEREAS**, Wood County has agreed to serve as the Grantee and fiscal agent for the entire PY2026 CHIP Grant, including preparation of the application and administration of the grant in accordance with ODOD CHIP rules and regulations;

**NOW, THEREFORE**, Wood County and the Cities of Bowling Green, Northwood, and Rossford agree to the following terms of this PY2026 CHIP Partnership Agreement:

1) **Grant Application Preparation**

Wood County will prepare and submit the PY2026 CHIP Grant Application, due **June 24, 2026**, including the partnership arrangement described herein.

2) **Grantee Responsibilities**

Wood County will serve as the Grantee (recipient of the PY2026 CHIP Grant) and will be responsible for and have authority over the overall administration and implementation of the grant.

3) **Term of Agreement**

This agreement shall remain in full force and effect for the duration of the PY2026 CHIP Grant Period, from **December 1, 2026, through April 30, 2029**.

4) **Non-Termination**

This agreement may not be withdrawn or terminated by any party during the grant period.

5) **Funding Eligibility**

Through this partnership, Wood County is eligible to apply for \$1,350,000 in CHIP funds, which may include Federal Community Development Block Grant (CDBG) funds, HOME Investment Partnerships Program (HOME) funds, and State of Ohio Housing Trust Fund (OHTF) monies. These funds will support private owner rehabilitation loans and owner home repair grants. Final allocations are subject to ODOD funding availability.

6) **Program Policies**

The PY2026 CHIP Grant will be administered in accordance with the Wood County CHIP Policies and Procedures Manual.

7) **Use of Program Income**

As required by ODOD, Wood County and the Cities of Bowling Green, Northwood, and Rossford will use their respective CHIP Program Income as leverage in conjunction with the PY2026 Wood County CHIP Grant Application and program, if funded.

8) **Tracking and Use of Program Income**

Wood County agrees to retain, track, and use CHIP Program Income derived from the grant to fund eligible housing activities within the Cities of Bowling Green, Northwood, and Rossford, and throughout the Wood County CHIP Service Area (excluding the Cities of Fostoria and Perrysburg).

9) **Reporting and Communication**

Through the Wood County Planning Commission, Wood County will provide ODOD CHIP status reports to the Cities of Bowling Green, Northwood, and Rossford upon request, and will provide program updates throughout the grant period.

10) **Record Retention**

Wood County will serve as the repository for all PY2026 CHIP program records for monitoring purposes and will retain all applicable records for the required period following grant completion, currently three years.

11) **Compliance with Federal and State Requirements**

Wood County and the Cities of Bowling Green, Northwood, and Rossford agree to take all actions necessary to ensure compliance with certifications required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of the Housing and Community Development Act of 1974, and all other applicable laws.

12) **Affirmatively Furthering Fair Housing**

The parties agree that CHIP funds may not be used for activities that fail to affirmatively further fair housing within their jurisdictions or that impede the Grantee's ability to comply with its fair housing certification. Noncompliance may result in funding sanctions or other remedial actions by the State of Ohio or the U.S. Department of Housing and Urban Development (HUD).

13) **Designation of Representatives**

Wood County and the Cities of Bowling Green, Northwood, and Rossford designate Kleinfelder, Inc. and its CHIP staff as Representatives of the Local Public Agency (LPA). These representatives may execute necessary CHIP contract documents for Private Rehabilitation and Home Repair activities, including but not limited to the HOME Written Agreement.

14) **CHIP GRANT FUNDS PARTNERSHIP PY2026 PLANNED BUDGET**

CHIP grant funds will be allocated among the four (4) partners—Wood County and the Cities of Bowling Green, Northwood, and Rossford—for use within their respective CHIP service areas. The Cities’ CHIP service areas extend to their corporation limits. Wood County’s CHIP service area includes the entire county, excluding the Cities of Fostoria and Perrysburg.

Because ODOD does not prohibit the use of CDBG funds within the City of Bowling Green, the partnership agrees that both CDBG and HOME funds may be used in all participating jurisdictions.

The budget amounts identified in the table below will remain in effect for an initial period of six (6) months, unless otherwise agreed upon by Wood County and the partnering cities. After the initial six-month period, any remaining unspent grant funds will become available for use throughout the partnering jurisdictions’ CHIP Program Service Areas, regardless of the original planned budget distribution.

**PY2026 CHIP Activities Planned Budget**  
(Includes \$182,429.02 HOME Housing Program Income)

<b>Partnering Jurisdiction</b>	<b>Activity</b>	<b>Activity Budget</b>	<b>Outcomes</b>
Wood County	Private Owner Rehabilitation	\$321,813	4
	Home Repair - Owner	\$144,648	5
City of Bowling Green	Private Owner Rehabilitation	\$321,808	4
	Home Repair - Owner	\$86,784	3
City of Northwood	Private Owner Rehabilitation	\$160,904	2
	Home Repair - Owner	\$86,784	3
City of Rossford	Private Owner Rehabilitation	\$160,904	2
	Home Repair - Owner	\$86,784	3
<b>TOTAL</b>		<b>\$1,370,429</b> <i>(\$1,188,000 CHIP &amp; \$182,429.02 PI)</i>	<b>26</b>

**Execution of Agreement**

The undersigned representatives of this PY2026 CHIP Partnership Agreement hereby affirm their approval and acceptance of the foregoing terms and conditions. This Agreement shall be executed on the respective dates indicated on the following signature pages.

[Signature pages follow.]

**SIGNATORY: PY2026 CHIP PARTNERSHIP AGREEMENT  
WOOD COUNTY BOARD OF COMMISSIONERS  
WOOD COUNTY, OHIO**

\_\_\_\_\_  
**Doris I. Herringshaw, Ed.D.**  
**President, Wood County**  
**Board of Commissioners**

\_\_\_\_\_  
**Witness**

**Date:** \_\_\_\_\_

**Legal Form and Sufficiency**

This PY2026 CHIP Partnership Agreement has been reviewed by the legal counsel of Wood County. The terms and provisions of said Agreement are fully authorized under the State of Ohio and local law. This Agreement provides full legal authority for Wood County, as the PY2026 CHIP Grantee, through the Wood County Board of Commissioners, its governing body.

**Approved as to Form and Sufficiency:**

\_\_\_\_\_  
**Wood County Prosecutor**

**Date:** \_\_\_\_\_

**SIGNATORY:**

**PY2026 CHIP PARTNERSHIP AGREEMENT  
CITY OF BOWLING GREEN, OHIO**

\_\_\_\_\_  
**Mayor Mike Aspacher  
City of Bowling Green**

\_\_\_\_\_  
**Witness**

**Date:** \_\_\_\_\_

**Legal Form and Sufficiency**

This PY2026 CHIP Partnership Agreement has been reviewed by the legal counsel of the City of Bowling Green. The terms and provisions of said Agreement are fully authorized under the State of Ohio and local law.

**Approved as to Form and Sufficiency:**

\_\_\_\_\_  
**City Attorney**

**Date:** \_\_\_\_\_

**SIGNATORY:**

**PY2026 CHIP PARTNERSHIP AGREEMENT  
CITY OF NORTHWOOD, OHIO**

\_\_\_\_\_  
**Mayor Edward L. Schimmel  
City of Northwood**

\_\_\_\_\_  
**Witness**

**Date:** \_\_\_\_\_

**Legal Form and Sufficiency**

This PY2026 CHIP Partnership Agreement has been reviewed by the legal counsel of the City of Northwood. The terms and provisions of said Agreement are fully authorized under the State of Ohio and local law.

**Approved as to Form and Sufficiency:**

\_\_\_\_\_  
**City Attorney**

**Date:** \_\_\_\_\_

**SIGNATORY:**

**PY2026 CHIP PARTNERSHIP AGREEMENT  
CITY OF ROSSFORD, OHIO**

\_\_\_\_\_  
**Mayor Neil A. MacKinnon, III  
City of Rossford**

\_\_\_\_\_  
**Witness**

**Date:** \_\_\_\_\_

**Legal Form and Sufficiency**

This PY2026 CHIP Partnership Agreement has been reviewed by the legal counsel of the City of Rossford. The terms and provisions of said Agreement are fully authorized under the State of Ohio and local law.

**Approved as to Form and Sufficiency:**

\_\_\_\_\_  
**City Attorney**

**Date:** \_\_\_\_\_

2026-18

**ORDINANCE 2026-18 AMENDING NCO CHAPTER 220.02 RULES; AND DECLARING AN EMERGENCY.**

WHEREAS, Council has determined it necessary to amend Chapter 220.02 of the Northwood Codified Ordinances regarding standing committees of Council; and

**WHEREAS**, Council desires to remove the Recreation Board from the list of standing committees under Section 220.02(E)(6)B.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That Section 220.02(E)(6)(B) of the Codified Ordinances of the City of Northwood, Ohio, is hereby amended to as follows:

B. Standing committees. Standing committees shall be as follows; which are permanent in their functions, but may have a change in membership from one Council to the next. Appointments shall be made as provided in division (h) of this section.

- Economic Development
- Finance
- ~~Recreation Board~~
- Safety
- Service
- Parks, Recreation and Community Center
- Tree Commission
- Committee of the Whole

**SECTION 2.** All other provisions of Chapter 220 of the Northwood Codified Ordinance not thereinbefore amended or modified shall remain in full force and effect.

**SECTION 3.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 4.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

ATTEST:

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

2026-19

**ORDINANCE 2026-19 AMENDING NCO CHAPTER 270 RECREATION BOARD;  
PARKS AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Northwood desires to update and reorganize Chapter 270 of the Codified Ordinances to modernize and streamline the administration of parks, recreation, and community center operations; and

**WHEREAS**, City Council finds it necessary and appropriate to consolidate the functions previously assigned to the Recreation Board and Parks, Recreation and Community Center Committee into a unified administrative structure; and

**WHEREAS**, Council further finds it appropriate to transfer certain duties and responsibilities formerly exercised by the Recreation Board to the Recreation Director and the appropriate Council committee for improved administrative efficiency and oversight.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That Chapter 270 of the Codified Ordinances of the City of Northwood, Ohio, currently titled "Recreation Board; Parks," shall amended, as provided in the attached "Exhibit A".

**SECTION 2.** That all other provisions of Chapter 270 of the Northwood Codified Ordinance not thereinbefore amended or modified shall remain in full force and effect.

**SECTION 3.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 4.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

Vote on emergency clause: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

Vote on final adoption: For:\_\_\_ Against:\_\_\_ Abstain:\_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

ATTEST:

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

## CHAPTER 270

### Parks Recreation and Community Center 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.~~ Recreation Director

#### 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~~ Parks Recreation and Community Center Commission consisting of five members, three council members and two residents; each all 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 OF THE COMMISSION.

The ~~Recreation Board~~ Parks Recreation and Community Center Committee 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~~ Parks

Recreation and Community Center Committee 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~~Parks Recreation and Community Center Committee shall hold a meeting at least once ~~every two~~every two months at a regular scheduled place and time, and at other such times as may be necessary in the judgment of the ~~Chairperson~~Director or upon application ~~to the Chairperson~~by at least two members of the ~~Committee~~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 ~~Committee~~Board shall be public.

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

#### 270.04 APPOINTMENT; TERM.

The members of the ~~Recreation Board~~Parks Recreation and Community Center Committee shall be appointed by the Mayor with the concurrence of Council and shall serve for terms of ~~five~~ four 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 Parks Recreation and Community Center Committee ~~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 Parks Recreation and Community Center Committee ~~Recreation Board~~ shall elect a Chairman and Secretary and select all other necessary officers to serve for a period of one year. Such ~~Committee 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 Recreation Director~~ 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~~Committee 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~~Committee.

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

#### 270.08 DONATIONS AND BEQUESTS.

The ~~Recreation Board~~Parks Recreation and Community Center Committee 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.~~

~~(a)(b)~~ All expenditures from appropriate funds, other than compensation for part-time employees, shall first be approved by the City Administrator unless in excess of \$10,000.  
~~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 ~~Committee 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 ~~270.11 RECREATION DIRECTOR PARKS. (REPEALED)~~

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

The Recreation Director shall be appointed by the Mayor and confirmed by Council.

##### a. Powers and Duties

1. 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.

2. To recommend rates and fees for recreational activities and facilities, subject to approval by legislation of Council.
3. The 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.
4. 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.
5. Any and all other duties assigned by the City Administrator.

2026-20

**ORDINANCE 2026-20 AMENDING NCO CHAPTER 208.08 MISCELLANEOUS FEES; AND DECLARING AN EMERGENCY.**

**WHEREAS**, The Council of the City of Northwood previously adopted Chapter 477 of the Northwood Codified Ordinances entitled “Low-Speed Vehicles,” establishing regulations for the operation of golf carts and other low-speed vehicles within the City; and

**WHEREAS**, Chapter 477 requires golf carts to obtain a Certificate of Compliance prior to operation on designated City streets; and

**WHEREAS**, Council finds it necessary and appropriate to amend Chapter 208.08, “Miscellaneous Fees,” to establish a fee for such inspections and Certificates of Compliance;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That Northwood Codified Ordinance Chapter 208.08, “Miscellaneous Fees,” is hereby amended as follows:

**208.08 MISCELLANEOUS FEES.**

The following fees shall be charged by the City for services, permits, licenses and products furnished, issued and supplied by the City:

- (a) Baseball and softball program: See Chapter 256, Recreation
- (b) Specifications and plans: As advertised
- (c) Zoning Code booklets: 25.00
- (d) Northwood Codified Ordinances book: 125.00
- (e) Public records: .05 per copy
- (f) Photographs: current developing cost
- (g) Zoning maps: \$15.00
- (h) Electronic fingerprint card(s) submission:
  - (1) BCI&I submission fee: \$30.00
  - (2) FBI submission fee: 30.00
- (i) Record check: 5.00
- (j) Rental fees: See Chapter 256, Recreation
- (k) CPR (Cardio Pulmonary Resuscitation)
  - Non resident of the City 50.00
  - CPR cards 5.00 Charge
- (l) Master Plan Booklet 40.00 per booklet
- (m) Medical refusal to transport As advertised
- (n) Golf Cart Inspection Certificate of Compliance \$35

**SECTION 2.** All other provisions of Chapter 208 of the Northwood Codified Ordinance not thereinbefore amended or modified shall remain in full force and effect.

**SECTION 3.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 4.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

**ATTEST:**

**2026-20**

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

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
President of Council

**APPROVED:**

\_\_\_\_\_  
Mayor

**2026-14**

**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.**

**WHEREAS**, the City of Northwood Police Department and the Northwood Local School District desire to establish a "School Resource Office (SRO)" program within the Northwood Local School District.

**WHEREAS**, the School District and the Northwood Police Department desire to set forth in the attached Contract (Exhibit "A") the specific terms and conditions of the services to be performed and provided by the SRO in the School District.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That the City Administrator is hereby authorized to renew the Contract with the Northwood Local School District for services to provide a "School Resource Officer" for the 2026-2027 school year to the School District ad shown in the attached contract Exhibit "A".

**SECTION 2.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 3.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ day of \_\_\_\_\_, 2026. **In Effect:** \_\_\_\_\_

**ATTEST:**

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

## SRO/ DARE Contract Work Sheet

2026-2027

<b>Base Wage</b>	\$36,097.60	2026 wages @	\$41.02	per hour x	22	40	hour weeks	
	\$50,700.00	2027 wages @	\$42.25	per hour x	30	40	hour weeks	(contract year- anticipating 3% raise)
<b>Holiday OT</b>	\$492.24	Columbus Day	\$41.02	per hour x	8	hours x	1.5	(OT Rate)
<b>Shift Differential</b>	\$27.15	Afternoon Shift	\$0.30	per hour x	181	hours	per year x	0.5 hours per day
<b>Longevity Pay</b>	\$546.00	Service Years	13	x	\$42.00	per year		
<b>Healthcare</b>	\$22,715.21	SRO & Family Estimated by finance department						
<b>Dental</b>	\$2,600.00	Estimated by finance department						
<b>Life Insurance</b>	\$78.00							
<b>OP&amp;F Pension</b>	\$17,133.28	\$87,862.99	x	19.50%				
<b>Worker's Comp</b>	\$1,639.79	\$87,862.99	x	1.8663%				
<b>Medicare</b>	\$1,274.01	\$87,862.99	x	1.45%				
<b>Uniforms</b>	\$450.00							
<b>Labor Costs</b>	<b>\$133,753.28</b>							
<b>DARE Training Materials</b>	\$1,000.00	Classroom materials						
<b>DARE/ SRO Conference</b>	\$830.00	7/7/2025						
<b>DARE Grant from AGO</b>	\$2,604.77	DUP/ DARE Grant from AGO subtracted						
<b>Total Cost</b>	<b>\$132,978.51</b>							
<b>City Cost</b>	<b>\$66,489.26</b>							
<b>School District Cost</b>	<b>\$66,489.26</b>							

# SCHOOL RESOURCE OFFICER CONTRACT

## 2026- 2027

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This Contract is made, this \_\_\_\_ day of \_\_\_\_\_, 2026, by and between the NORTHWOOD LOCAL SCHOOL DISTRICT (hereinafter “School District”), and the NORTHWOOD POLICE DEPARTMENT (hereinafter “Police Department :) as follows:

WHEREAS, the Police Department agrees to provide the School District a School Resources Officer (SRO) Program in the School District; and

WHEREAS, the School District and the Police Department desire to set forth in this SRO Contract the specific terms and conditions of the services to be performed and provided by the SRO in the School District;

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Goals and Objectives**

The School Resource Officer (SRO) program is designed:

- A. To reduce and prevent school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure and orderly learning environments for students, teachers and staff.
- B. To foster educational programs and activities to increase student knowledge of and respect for law and law enforcement agencies;
- C. To enable swift and cooperative action in responding to major disruptions and criminal offenses on campus; and
- D. To facilitate reporting of serious crimes committed on campus and cooperation with law enforcement officials investigating of such crimes.

2. **Cost of the SRO Program**

- A. The cost of the SRO Program will be split evenly (50%) between the City of Northwood and the School District for the yearly wages, and benefits for one (1) officer plus the 2026/ 2027 D.A.R.E & SRO training cost.

The labor cost will be \$133,753.28, training cost will be \$830, and D.A.R.E. materials will be \$1,000. See the attached cost breakdown sheet for further information. Also, the 2026/ 2027 D.A.R.E. grant award amount of approximately \$2,604.77 will be evenly credited between the parties.

Therefore, the City’s portion is **\$66,489.26** and the School District’s portion is **\$66,489.26**.

3. **Employment of School Resource Officer**

- A. The Police Department will assign one SRO to the School District.
- B. The SRO will be a Police Department employee. Except as specifically stated in this Agreement, the SRO shall be subject to the administration, supervision, and control of the Police Department.
- C. The SRO shall be subject to all personnel policies and practices of the Police Department.
- D. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline the SRO.
- E. A joint committee composed of representatives of the Police Department and the School District shall review eligible candidates and make an employee recommendation for the SRO position to the Chief of Police who shall assign such officer. If the Superintendent is dissatisfied with the SRO, then the Superintendent may request that the Chief of Police assign a different officer as the SRO for that School District. Additional expenses will be incurred by the School District for reassignment and training for a newly assigned officer.

4. **Work Year and Hours**

- A. SRO will work on campus when students are required to be present. The School District will provide the school calendar (maximum 181 days) to the Police Department as soon as it is available.
- B. SRO will not work more than 40 hours per week without prior approval by the Police Department. Any overtime cost associated with approved additional work shall be responsibility of the School District.
- C. It is understood and agreed that time spent by the SRO attending in-service training, court, and/or criminal cases arising from and/or out of their employment as an SRO shall be considered as hours worked under this Agreement.
- D. In the event of an emergency, if the SRO is ordered by the Police Department to leave their school during normal duty hours as described above and to perform other services for the Police Department, then the time spent shall not be considered hours worked under this Agreement. In such an event, the compensation paid by the School District to the Police Department shall be reduced by the number of hours of SRO service not provided to the School District or the hours shall be made up in a manner determined by mutual agreement of the parties.

- E. In the event an SRO is absent from work, the SRO shall notify the Police Department who in turn will notify the School District. The Police Department will assign another police officer, if available, to substitute for the SRO who is absent beginning with the sixth consecutive day of absence.
- F. Except as expressly agreed to in writing by the School District, the SRO will schedule vacations, personal and compensatory time-off on days when school is not in session.

5. **Qualification of School Resource Officer**

The SRO must:

- A. Be a Patrolman with 2 years or more of Law enforcement experience;
- B. Possess sufficient knowledge of applicable federal and state laws, city ordinances and Board of Education policies and regulations;
- C. Be capable of in-depth criminal investigations;
- D. Possess an even temperament and set a good example for students;  
and
- E. Possess communication skills that enable the SRO to function effectively with the school environment.

6. **Duties of School Resource Officer**

The SRO's duties will include, but not limited to, the following:

- A. Protect lives and property of Northwood's students, employees, and visitors:
- B. Enforce federal, state, and local criminal laws and ordinances plus assist School District officials with enforcing Board of Education policies and administrative regulations regarding student conduct:
- C. Investigate criminal activity occurring on or adjacent to school property:
- D. Be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the campus.
- E. To make appearances before boards, parent groups, and other groups associated with the School District and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- F. To be a resource for teachers, parents, and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.

- G. Teach the D.A.R.E. curriculum.
- H. Counsel School District students, when requested by the Superintendent or his/her designee or parents:
- I. Assist other law enforcement officers with outside investigations concerning School District students:
- J. Provide security or assist with security for extra-curricular activities on campus when available and requested:
- K. Provide, when needed and available, traffic control during arrival or departure of District students:
- L. Participate in School District monthly meetings if requested:
- M. The SRO will share information with the Superintendent or designee about persons and conditions that pertain to campus safety concerns provided not privileged or confidential: and
- N. The SRO will coordinate all of his/her activities with the Superintendent or designee and will seek permission, guidance, and advice prior to enacting any new programs within the school.

7. **Chain of Command**

The SRO will follow the chain of command set forth in the Police Departments Policy Manual. The SRO will coordinate and communicate with the Superintendent or designee.

8. **Training**

The Police Department will provide the SRO with appropriate in-service training as required for all peace officers per the Ohio Peace Officer Training Commission.

9. **Uniform**

SRO must wear departmental issued uniforms except where business attire is required.

10. **Equipment**

- A. Police Department will provide the SRO with the same equipment issued to all other officers.
- B. The SRO will wear their department authorized duty weapons in accordance with department policy.

- C. The School District will provide the SRO with an office accessible to students, a computer, printer, fax machine, phone with voicemail and customary office supplies and forms.

11. **Transportation of Students**

- A. The SRO shall not transport students in Police Department vehicles except:
  - (1) When the students are victims of a crime, under arrest, or some other emergency circumstances exist; and
  - (2) When students are suspended and/or sent home from school pursuant to school disciplinary actions, if the student's parent or guardian has refused or is unable to pick up the child within a reasonable time period and the student is disruptive/disorderly and his/her continued presence on campus is a threat to the safety and welfare of other students and school personnel.
- B. Students shall not be transported to any location unless it is determined that the student's parent, guardian, or custodian is at the destination to which the student is being transported. The SRO shall not transport students in their personal vehicles.
- C. The SRO shall notify school personnel upon removing a student from campus.

12. **Investigation, Interrogation, Search and Arrest Procedures**

- A. If a serious crime is committed on campus or at a school activity, the superintendent or designee, with the assistance of the SRO will question witnesses to determine whether a crime was committed and who committed the crime. The SRO is authorized to question or interview any student at school who may have information about criminal misconduct or a violation of school conduct policies. Except in the case of emergency, interviews will be conducted in cooperation with and in the presence of School District officials.
- B. The SRO may question the person suspected of committing a crime. The suspect generally will not be arrested or placed in custody during the initial interview. The SRO will inform the suspect of the purpose of the investigation and give the suspect the opportunity to present his/her knowledge of the facts. If the suspect wishes to remain silent, to contact his/her parents or attorney or to end the interview, questioning will cease and the suspect's request will be granted unless there is reasonable cause to detain the suspect for questioning.
- C. Whenever the SRO detains, places in custody, or arrests a student, he or she will advise the student before further questioning:

1. That he or she has the right to remain silent;
2. That anything he or she says can be used against him or her in a court of law;
3. That he or she has the right to have a parent, guardian or custodian present during questioning;
4. That he or she has the right to speak with an attorney before the SRO asks questions and has a right to have his or her attorney present with him or her during questioning;
5. That if he or she cannot afford to hire an attorney, one will be appointed by him or her by the court before questioning if desired; and
6. That if he or she decides to answer questions without an attorney present, he or she will have the right to stop answering questions at any time;
7. He or she has the right to stop answering questions until he or she speaks to a lawyer;
8. The SRO will also follow any specific state laws and policies that govern interrogations by peace officers with or without parents present.

13. **Search Procedures**

- A. If School District Officials have reasonable suspicion that a search of a student or student's possessions will uncover evidence that the student has violated or is violating the law or rules of the school, the school official may search the student's pockets, purse, book bag, desk, locker, or any other similar location within the student's control. The SRO shall, upon request of the school official, assist with the search to protect the safety of all persons involved. If the search uncovers evidence of criminal misconduct, the evidence may be held for or turned over to the SRO.
- B. Strip Searches are not permitted.

14. **Arrest Procedures – School Related Crimes**

- A. As for school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- B. If the crime committed is not a threat to the student or others, the SRO will report the matter to and follow-up with the Wood County Juvenile Prosecutor's Office for charges, if warranted.

- C. If a student commits a serious crime, he or she will be taken into custody and transported to the Wood County Juvenile Detention Center and brought before the Juvenile Court. The School District will notify parents immediately if a student is arrested.

**15. Access to Education Records.**

- A. School officials shall allow the SRO to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If some information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, school officials shall disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need of the information to meet the emergency situation and the extent to which time is of the essence.
- C. If confidential student record information is needed by the SRO, but no emergency situation exists, the information may be released only as allowed by law.

**16. Term of Agreement.**

The Term of Contract shall be for one year commencing on the 1<sup>st</sup> day of August 2026, and terminating on the 31<sup>st</sup> day of July, 2027.

This Contract may be terminated by either of the Parties upon one hundred twenty days written notice to the other party.

For the School District:

For the City:

\_\_\_\_\_  
Board of Education President

\_\_\_\_\_  
City Administrator

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**2026-16**

**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.**

**WHEREAS**, the Ohio Department of Transportation (“ODOT”) is planning a 2027 roadway resurfacing project on State Route 51 extending from the City of Northwood through the intersection of State Route 163 in Ottawa County; and

**WHEREAS**, a portion of State Route 51 lies within the corporate boundaries of the Northwood; and

**WHEREAS**, ODOT has requested that the City enter into an agreement authorizing participation and cooperation with the proposed project; and

**WHEREAS**, City Council finds it necessary and in the best interest of the City to authorize the City Administrator to execute said agreement and related documents on behalf of the City.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That the City Administrator is hereby authorized and directed to enter into and execute an agreement with the Director of Transportation of the State of Ohio for the 2027 resurfacing project on State Route 51, including the portion located within the corporate limits of the City of Northwood, a copy of which agreement is attached hereto as Exhibit A and incorporated herein by reference.

**SECTION 2.** That the City Administrator is further authorized to execute any and all additional documents and to take any actions necessary to carry out the intent of this Ordinance and the associated agreement.

**SECTION 3.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 4.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

**ATTEST:**

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

**PRELIMINARY LEGISLATION**  
(CONSENT)

**Ordinance/Resolution # : 2026-16**

**PID No. : 95795**

**County/Route/Section : OTT/WOO SR 51 4.91/0.00 Resurf**

The following is a/an Ordinance enacted by the City of Northwood of Wood County, Ohio,

(Motion/Ordinance/Resolution)

hereinafter referred to as the Local Public Agency (LPA).

**SECTION I – Project Description**

WHEREAS, the STATE has determined the need for the described project:

*A resurfacing project on a portion of SR 51 in Ottawa and Wood Counties, Ohio. This project will Start near the front on the Circle K near South End of Northwood City Limits and finish at the intersection of State Route 163. At this time the plan is to have Lane Closures along SR-51.*

NOW THEREFORE, be it ordained by the City of Northwood of Wood County, Ohio.

**SECTION II – Consent Statement**

Being in the public interest, the LPA gives consent to the Director of Transportation to complete the above described project as detailed in the LPA-ODOT-Let Agreement entered into between the parties, if applicable.

**SECTION III – Cooperation Statement**

The LPA shall cooperate with the Director of Transportation in the development and construction of the above described project, as well as any other agreements necessary to develop and construct the Project.

*The State shall assume and bear 100% of all of the costs of the improvement.*

*The LPA agrees to pay 100% of the cost of those features requested by the LPA which are determined by the State and Federal Highway Administration to be unnecessary for the Project. No such features have been identified to date.*

**SECTION IV Authority to Sign**

The LPA hereby authorizes the City Administrator of said City of Northwood of Wood County, Ohio to

(Signature authority)

enter into and execute contracts with the Director of Transportation which are necessary to develop plans for and to complete the above-described project; and to execute contracts with ODOT pre-qualified consultants for the preliminary engineering phase of the Project.

Upon request of ODOT, the City Administrator is also empowered to execute any appropriate documents to  
(Signature authority)  
affect the assignment of all rights, title, and interests of the City of Northwood to ODOT arising from any agreement with its consultant in order to allow ODOT to direct additional or corrective work, recover damages due to errors or omissions, and to exercise all other contractual rights and remedies afforded by law or equity.

**SECTION V – Utilities and Right-of-Way Statement**

The LPA agrees that all right-of-way required for the described project will be acquired and/or made available in accordance with current State and Federal regulations. The LPA also understands that right-of-way costs include eligible utility costs.

The LPA agrees that all utility accommodation, relocation and reimbursement will comply with the current provisions of 23 CFR 645 and the ODOT Utilities Manual.

**SECTION VI – Maintenance**

Upon completion of the Project, and unless otherwise agreed, the LPA shall: (1) provide adequate maintenance for the Project in accordance with all applicable State and Federal law, including, but not limited to, Title 23, U.S.C., Section 116; (2) provide ample financial provisions, as necessary, for the maintenance of the Project; (3) maintain the right-of-way, keeping it free of obstructions; and (4) hold said right-of-way inviolate for public highway purposes.

**SECTION VII-Emergency measure**

(as applicable)

The Ordinance is hereby declared to be an emergency measure to expedite the highway project and  
(Motion/Ordinance/Resolution)  
to promote highway safety. Following appropriate legislative action, it shall take effect and be in force immediately upon its passage and approval, otherwise it shall take effect and be in force from and after the earliest period allowed by law.

Passed: \_\_\_\_\_, 2\_\_\_\_\_.  
(Date)

Attested: \_\_\_\_\_  
(Clerk)

\_\_\_\_\_  
(Contractual Agent of LPA – title)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5/11/2026

**CERTIFICATE OF COPY**

**STATE OF OHIO**

City of Northwood of Wood County, Ohio

I, \_\_\_\_\_, as Clerk of the City of Northwood of Wood County, Ohio do hereby certify that the foregoing is a true and correct copy of Ordinance 2026-16 adopted by the legislative Authority of the said City of Northwood of Wood County, Ohio on the \_\_\_\_\_ day of \_\_\_\_\_, 2026.

IN WITNESS WHEREOF, I have here unto subscribe my name and affixed my official seal, if applicable, this \_\_\_\_\_ day of \_\_\_\_\_ 2026.

**SEAL**

\_\_\_\_\_  
(Clerk)

City of Northwood of Wood County, Ohio

(If the LPA is designated as a City then the "City Seal" is required. If no Seal, then a letter stating "No Seal is required to accompany the executed legislation.)

**2026-17**

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

**WHEREAS**, Ohio Revised Code, Section 9.60, authorizes a municipal corporation to enter into a Mutual Aid agreement with surrounding communities; and

**WHEREAS**, in times of emergencies, Mutual Aid from other communities such as firefighting equipment, personnel, EMS services may be needed to serve the citizens of Northwood;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:**

**SECTION 1.** That the City Administrator is hereby authorized to sign the Mutual Aid Agreement for Additional Fire and Emergency Medical Services Protection, attached hereto as Exhibit A.

**SECTION 2.** It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

**SECTION 3.** This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on emergency clause: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

Vote on final adoption: For: \_\_\_ Against: \_\_\_ Abstain: \_\_\_

**Adopted this** \_\_\_ **day of** \_\_\_\_\_, **2026.** **In Effect:** \_\_\_\_\_

**ATTEST:**

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

\_\_\_\_\_  
President of Council

**APPROVED AS TO FORM:**

**APPROVED:**

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

MUTUAL AID AGREEMENT  
For Additional Fire and Emergency Medical Service Protection

THIS AGREEMENT, is made and entered into this 8th day of May, 2026 by, between, and among the following cities, villages, townships, emergency medical services districts and fire districts (hereinafter referred to as Party or Parties) in or adjacent to Wood County, Ohio, and all political subdivisions under the laws of Ohio:

Village of Bloomdale  
City of Bowling Green  
Village of Bradner  
Center Township  
Central Joint Fire District  
Village of Cygnet  
City of Fostoria  
Freedom Township  
Grand Rapids Township  
Jackson Township  
Lake Township  
Mid-County Ambulance District  
Middleton Township  
Milton Township Fire District  
Eagleville Joint Ambulance District

Village of North Baltimore  
Northwest Wood Ambulance District  
City of Northwood  
Perry Township  
City of Perrysburg  
Perrysburg Township  
Village of Risingsun  
City of Rossford  
South East Ambulance District  
Troy Township  
Washington Township  
City of Waterville (Lucas County)  
Village of Wayne  
Weston Township  
Village of Weston

WHEREAS, Section 9.60(B) of the Ohio Revised Code provides that any firefighting agency, private fire company, or emergency medical service organization may contract with any governmental entity in this state or another jurisdiction to provide fire protection or emergency medical services, as appropriate, whether on a regular basis or only in times of emergency, upon the approval of the governing boards or administrative head of the entities that are parties to the contract; and

WHEREAS, Section 9.60 (C) of the Ohio Revised Code provides that any governmental entity in this state may contract with any firefighting agency, private fire company, or emergency medical services organization of the state or another jurisdiction to obtain fire protection or emergency medical services, as appropriate, whether on a regular basis or only in times of emergency, upon the approval of the governing boards or administrative heads of the entities that are parties to the contract; and

WHEREAS, Section 505.44 of the Ohio Revised Code provides that townships may enter into a contract with one or more state agencies, townships, municipal corporations, counties, non-profit organizations, joint emergency medical service districts, fire and ambulance districts, or private ambulance owners, upon such terms are agreed to by them, to furnish or receive services from ambulance or emergency medical service organizations, if the contract is first authorized by the respective boards of township trustees, the other legislative bodies, or the officer of the body authorized to contract on behalf of the state agency; and

WHEREAS, the Parties hereto have certain firefighting equipment, firefighting personnel, emergency medical service equipment and/or emergency medical service personnel; and

WHEREAS, in times of emergencies, such firefighting equipment, firefighting personnel, emergency medical service equipment and/or emergency medical service personnel may be inadequate to afford full and complete service to said Parties and inhabitants thereof; and

WHEREAS, the Parties hereto desire to obtain additional firefighting and/or emergency medical services from the respective Parties hereto in times of emergencies when deemed necessary by the Chief, Officer in-charge, or such other authorized public official of a political subdivision or district which is a party to this Agreement; and

WHEREAS, the Parties hereto, desire to rescind the “2011 Mutual Aid Agreement For Additional Fire and Emergency Medical Service Protection” and amendments thereto and replace them in their entirety with this Agreement.

NOW THEREFORE, pursuant to Section 9.60 and 505.44 of the Ohio Revised Code, the parties hereto, in consideration of the mutual promises and obligations assumed herein by the other agree as follows:

1. The “2011 Mutual Aid Agreement for Additional Fire and Emergency Medical Service Protection” and amendments thereto are hereby rescinded, and the Parties shall be bound by the terms of this Agreement upon approval by the governing authority of each Party.
2. Each Party shall provide such firefighting equipment, firefighting personnel, emergency medical service equipment and/or emergency medical service personnel as may be requested by another party to the extent such personnel and equipment is available for use.
  - a. Any request for assistance under the Agreement shall be made by the Chief of the Requesting Party or other designated individual on duty at the time of the emergency. The request for assistance shall indicate the specific equipment and staffing needed and include directions as to the location where the assistance is needed or to a designated staging area managed by a staging officer.
  - b. The Responding Party shall deploy only those individuals who meet all applicable training standards, certifications, and operational requirements necessary to safely and effectively conduct emergency operations as directed by the Requesting Party.
  - c. The decision as to whether, and the extent to which, manpower and equipment is available for assistance shall be made by the Chief of the Responding Party or other designated individual on duty at the time of the request.
  - d. When assistance is requested and furnished, the senior officer of the Requesting Party on scene shall have full charge and authority over the assisting personnel and equipment responding to the request for assistance.
3. The Responding Party, its inhabitants, agents, assigns, successors in interest or employees, shall in no instance be liable to the Requesting Party, if assistance is denied, delayed, inadequate, or substantially recalled, or if furnished assistance is not needed upon arrival.

4. If Parties respond to a hazardous material incident, Parties shall follow the procedures and requirements set forth in R.C. §3745.13 to recover the costs of dealing with unauthorized spill, release or discharge from any responsible party.
5. Parties shall utilize the current FEMA Schedule of Equipment Rates and actual personnel costs arising from the incident in calculating reimbursement requests.
6. Parties that bill patients for EMS response and/or transport reserve the right to bill patients for services provided when providing EMS services as the Responding Party.
7. Firefighting and emergency medical service personnel acting under this Agreement outside the boundaries of their employing political subdivision may participate in any pension or indemnity fund established by their employer to the same extent as if they were acting within the boundaries of the employing political subdivision, and are entitled to all rights and benefits of Chapter 4123 of the Ohio Revised Code, to the same extent as while performing services within the boundaries of the employing political subdivision.
8. Personnel of the Responding Party, in answering a call for assistance under this Agreement, shall be considered to be acting within the scope of their employment while enroute to or from, and while acting within the territory of the requesting political subdivision.
9. This Agreement shall remain in effect for three (3) years from and after the date of execution and shall automatically renew for successive one-year periods unless amended, cancelled or superseded by mutual agreement of the Parties. A party may withdraw from the Agreement by providing thirty (30) days written notice to the other Parties by Certified Mail.
10. This Agreement will be reviewed by the Wood County Fire/EMS Chiefs' Association every three years.
11. In the event that a municipal corporation, township, township fire district, joint fire district or joint ambulance district wishes to be added to the "Wood County Mutual- Aid Agreement for Additional Fire and EMS Protection," such entity shall send a written request to become a party to this Agreement to the Wood County Emergency Management Agency ("EMA"). Following the receipt of such request, EMA shall provide written notification to all the current signators of the entity's request to become a party.
  - a. The current signators shall have thirty (30) days from receipt of the EMA notice to file their written approval/disapproval of the proposed party with the EMA office.
  - b. Following the expiration of the thirty (30) day period, EMA will tabulate the approvals/disapprovals. If a signator fails to notify the EMA of their written approval or denial within thirty (30) day period, the signator's lack of response will be deemed an "approval."
  - c. If the majority of the signators approve the request, the requesting entity shall become a party to this Agreement upon that entity's execution of

the Agreement signator page by their approving authority.

- d. Any Party added to this Agreement shall be bound to all the rights, privileges, duties and obligations applicable to other signators to this Agreement so long as such rights, privileges, duties, and obligations do not contravene applicable federal, state, or local law.
12. The Parties of the Agreement hereby certify that their employees have completed the training requirements and certification required by the Ohio Revised Code and the National Information Management System (NIMS), which is the Federal Presidential Directive requiring various levels of NIMS training for all public safety personnel. The Parties of this Agreement also agree to operate under the incident command system (ICS) structure and utilize “plain language” when communicating in accordance with NIMS requirements when providing and receiving mutual-aid.
  13. The Parties will do all things reasonably necessary or appropriate to carry out the objectives, terms and provisions of this Agreement and to aid and assist each other in carrying out such objectives, terms and provisions. In case of any disputes arising under this Agreement, the Parties agree to attempt to resolve such disputes through good faith negotiations between authorized representatives of both Parties. If good faith negotiations between parties fail, both Parties agree to submit a dispute to a non-binding mediation. If a dispute cannot be resolved through non-binding mediation, either Party may pursue any available legal remedies in any court of competent jurisdiction in Wood County, Ohio, or, if both Parties mutually agree, the dispute may be submitted to binding arbitration in accordance with procedures to which both Parties agree.

IN WITNESS WHEREOF, said respective Parties hereto have caused this Agreement to be executed as provided by ordinance or resolution duly adopted for that purpose.

(See attached signator pages for each of the Parties)

*(The remainder of this page is intentionally blank.)*

**WOOD COUNTY MUTUAL-AID AGREEMENT  
For Additional Fire and EMS Protection**

**YEAR EXECUTED: 2026**

**City of Northwood  
For  
Northwood Fire Department  
6000 Wales Road  
Northwood, Ohio 43619**

**SIGNED:**

\_\_\_\_\_  
Mayor of Northwood

**DATED:** \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_  
Clerk/Treasurer

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Law Director – City of Northwood



## CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: JUNE 11, 2026

### PROJECT UPDATES

Project Name	Project Budget	Current Status	Key Changes Since Last Meeting
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Pre-construction	Project awarded to Shelly Co. on 5/14, working on contract documents, pre-con meeting date TBD
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	Construction	O&M finalization
Dalling Drive Extension Improvements	\$713,562.02	Construction	Construction has commenced, to run tentatively until July 31.
Northwood 2026 Pavement Resurfacing Improvements (Richmand and Dilrose Dr.)	\$411,500.00	Design	Bid opening 6/1
Northwood 2026 Pavement Resurfacing Improvements (Dalling Dr. to Dead End)	\$265,300.00	Design	Project shelved until 2027
NCC Parking Lot - Phase 2	\$324,400.00	Design	Under design

### ISSUES REQUIRING COUNCIL ATTENTION

#### Motion to advertise for Bids

Project Name	Bid Opening Date
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#### Motion to Award Contract

Project Name	Contractor	Bid Amount
Northwood 2026 Pavement Resurfacing Improvements (Richmand and Dilrose Dr.)	Bowers Asphalt & Paving, Inc.	\$373,178.70

# FellerFinch

& ASSOCIATES, INC.

Engineers • Architects • Surveyors

1683 Woodlands Drive  
Maumee, Ohio 43537  
Phone: (419) 893-3680  
Fax: (419) 893-2982  
[www.fellerfinch.com](http://www.fellerfinch.com)

Donald L. Feller, P.E.  
Gregory N. Feller, P.E.  
Aaron M. Feller, P.E.

June 9th, 2026

Mr. Kevin Laughlin, City Administrator  
City of Northwood  
6000 Wales Road  
Northwood, OH 43619

RE: 2026 Pavement Resurfacing Improvements –  
Richmand and Dillrose Drive  
Project No. 10E10824

Dear Mr. Laughlin:

Attached herewith is a tabulation of the bids received on June 1, 2026 from contractors for the 2026 Pavement Resurfacing Improvements for Richmand and Dillrose Drive.

We have reviewed and checked the bids received, and the lowest bid is in the amount of \$373,178.70 from Bowers Asphalt & Paving, Inc. This bid is \$69,030.30 below the engineer's estimate of \$442,209.00 for the bid. We checked the references of Bowers Asphalt & Paving, Inc. and their subcontractors and reviewed the bid and found them to be acceptable. Based on these facts, we recommend that the City award the \$373,178.70 bid, which is to be completed by November 6, 2026, and totally completed by November 20, 2026, to Bowers Asphalt & Paving, Inc. as the best and lowest bid. Bowers Asphalt & Paving, Inc. has indicated that they would begin the project sometime during the month of August, 2026.

Should you have any questions, please contact us at your earliest convenience.

Yours truly,  
FELLER, FINCH & ASSOCIATES, INC.



Joshua K. Auman, P.E.

*Additional office in Franklin, Tennessee*

**BID TABULATION**  
**2026 Pavement Resurfacing Improvements - Richmand and Dillrose Drive**  
**CITY OF NORTHWOOD**  
**BID DATE JUNE 1, 2026**

Bid Item	Item Description	Quantity	Unit	Bowers Asphalt		Gerken Paving		The Shelly Company		Geddis Paving and Excavating, Inc.	
				Total Unit Price	Total Price	Total Unit Price	Total Price	Total Unit Price	Total Price	Total Unit Price	Total Price
	<b>BASE BID</b>										
201	Clearing and Grubbing	1	LUMP	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,900.00	\$ 1,900.00
202	Curb and Gutter Removed*	516	FT	\$ 24.00	\$ 12,384.00	\$ 24.00	\$ 12,384.00	\$ 24.00	\$ 12,384.00	\$ 26.50	\$ 13,674.00
202	Sidewalk Removed*	4,751	SF	\$ 3.00	\$ 14,253.00	\$ 3.00	\$ 14,253.00	\$ 3.00	\$ 14,253.00	\$ 3.30	\$ 15,678.30
202	Concrete Driveway Apron Removed	2231	SF	\$ 4.00	\$ 8,924.00	\$ 4.00	\$ 8,924.00	\$ 4.00	\$ 8,924.00	\$ 4.25	\$ 9,481.75
202	Asphalt Concrete Apron Removed	579	SF	\$ 4.50	\$ 2,605.50	\$ 4.50	\$ 2,605.50	\$ 5.00	\$ 2,895.00	\$ 5.00	\$ 2,895.00
253	Pavement Repairs	1353	SY	\$ 33.00	\$ 44,649.00	\$ 34.25	\$ 46,340.25	\$ 51.00	\$ 69,003.00	\$ 41.00	\$ 55,473.00
254	2" Pavement Planing	6766	SY	\$ 2.45	\$ 16,576.70	\$ 3.25	\$ 21,989.50	\$ 2.30	\$ 15,561.80	\$ 3.75	\$ 25,372.50
407	Tack Coat	677	GAL	\$ 3.00	\$ 2,031.00	\$ 2.50	\$ 1,692.50	\$ 2.50	\$ 1,692.50	\$ 3.25	\$ 2,200.25
441	Asphalt Concrete, Surface Course, Type 1, (449) PG 64-22	376	CY	\$ 244.00	\$ 91,744.00	\$ 245.00	\$ 92,120.00	\$ 249.00	\$ 93,624.00	\$ 238.75	\$ 89,770.00
452	Non-Reinforced Concrete Pavement, Class QC-2	2231	SF	\$ 11.00	\$ 24,541.00	\$ 11.00	\$ 24,541.00	\$ 11.00	\$ 24,541.00	\$ 11.75	\$ 26,214.25
608	4" and 6" Sidewalk*	4471	SF	\$ 9.00	\$ 40,239.00	\$ 9.00	\$ 40,239.00	\$ 9.00	\$ 40,239.00	\$ 9.50	\$ 42,474.50
608	Curb Ramps	280	SF	\$ 9.00	\$ 2,520.00	\$ 9.00	\$ 2,520.00	\$ 9.00	\$ 2,520.00	\$ 9.50	\$ 2,660.00
608	Detectable Warning	32	SF	\$ 40.00	\$ 1,280.00	\$ 40.00	\$ 1,280.00	\$ 40.00	\$ 1,280.00	\$ 42.00	\$ 1,344.00
609	Curb and Gutter, Wood County Type F*	516	FT	\$ 60.00	\$ 30,960.00	\$ 77.50	\$ 39,990.00	\$ 71.00	\$ 36,636.00	\$ 87.50	\$ 45,150.00
611	Catch Basin Reconstructed to Grade	7	EA	\$ 2,225.00	\$ 15,575.00	\$ 2,225.00	\$ 15,575.00	\$ 2,225.00	\$ 15,575.00	\$ 2,225.00	\$ 15,575.00
611	Manhole Adjusted to Grade	3	EA	\$ 1,500.00	\$ 4,500.00	\$ 2,125.00	\$ 6,375.00	\$ 1,300.00	\$ 3,900.00	\$ 1,375.00	\$ 4,125.00
611	Water Curb Box or Meter Adjusted to Grade	3	EA	\$ 1,000.00	\$ 3,000.00	\$ 1,175.00	\$ 3,525.00	\$ 1,200.00	\$ 3,600.00	\$ 550.00	\$ 1,650.00
611	6" Conduit, Type E*	25	FT	\$ 15.00	\$ 375.00	\$ 15.00	\$ 375.00	\$ 15.00	\$ 375.00	\$ 15.00	\$ 375.00
611	8" Conduit, Type E*	25	FT	\$ 20.00	\$ 500.00	\$ 20.00	\$ 500.00	\$ 20.00	\$ 500.00	\$ 20.00	\$ 500.00
611	10" Conduit, Type E*	25	FT	\$ 30.00	\$ 750.00	\$ 30.00	\$ 750.00	\$ 30.00	\$ 750.00	\$ 30.00	\$ 750.00
611	12" Conduit, Type E*	25	FT	\$ 40.00	\$ 1,000.00	\$ 40.00	\$ 1,000.00	\$ 40.00	\$ 1,000.00	\$ 40.00	\$ 1,000.00
614	Maintaining Traffic	1	LUMP	\$ 10,000.00	\$ 10,000.00	\$ 7,500.00	\$ 7,500.00	\$ 19,000.00	\$ 19,000.00	\$ 9,500.00	\$ 9,500.00
623	Monument Assembly Adjusted to Grade	2	EA	\$ 600.00	\$ 1,200.00	\$ 1,000.00	\$ 2,000.00	\$ 1,600.00	\$ 3,200.00	\$ 975.00	\$ 1,950.00
624	Mobilization	1	LUMP	\$ 20,000.00	\$ 20,000.00	\$ 17,500.00	\$ 17,500.00	\$ 11,000.00	\$ 11,000.00	\$ 19,550.00	\$ 19,550.00
653	Topsoil Furnished and Placed*	100	CY	\$ 70.00	\$ 7,000.00	\$ 70.00	\$ 7,000.00	\$ 70.00	\$ 7,000.00	\$ 70.00	\$ 7,000.00
659	Seeding and Mulching*	3575	SY	\$ 1.50	\$ 5,362.50	\$ 1.50	\$ 5,362.50	\$ 1.50	\$ 5,362.50	\$ 1.50	\$ 5,362.50
659	Commercial Fertilizer*	0.64	TON	\$ 1,000.00	\$ 640.00	\$ 1,000.00	\$ 640.00	\$ 1,000.00	\$ 640.00	\$ 1,000.00	\$ 640.00
659	Water*	9.7	MGAL	\$ 20.00	\$ 194.00	\$ 20.00	\$ 194.00	\$ 20.00	\$ 194.00	\$ 20.00	\$ 194.00
SPEC	Curb Inlet Sediment Filter	7	EA	\$ 125.00	\$ 875.00	\$ 410.00	\$ 2,870.00	\$ 125.00	\$ 875.00	\$ 125.00	\$ 875.00
SPEC	Concrete Washout Area	1	EA	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
SPEC	Restoration of Right-of-Way	1	LUMP	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 19,575.00	\$ 19,575.00
	<b>BASE BID</b>				<b>\$ 373,178.70</b>		<b>\$ 389,545.25</b>		<b>\$ 406,024.80</b>		<b>\$ 424,909.05</b>