



REGULAR CITY COUNCIL MEETING

Thursday, September 10, 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:

- August 27, 2026 Regular Council Meeting Minutes

PRESENTATION:

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Councilor Barton*

Finance ~ *Councilor Dickey*

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)

- AUGUST 2026 EXPENDITURES

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
THE VERDIN COMPANY	50% DEPOSIT FOR THE ENCLAVE CLOCK TOWER	\$109,478.00
THE DEXTER CO	FLAIL MOWER FOR NEW 115 CASE MOWER	\$56,815.00
WOOD COUNTY SHERIFF'S OFFICE	MONTHLY DISPATCHING FEE	\$17,370.82
INTELLITECH CORPORATION	ALERT SUITE 7/1/26-6/30/2027	\$10,837.36
KYLE J SHERMAN EXCAVATING LLC	DALLING DRIVE EXTENSION PAY APPLICATION 1	\$391,778.14
KYLE J SHERMAN EXCAVATING LLC	DALLING DRIVE EXTENSION PAY APPLICATION 2	\$45,007.20

NEW RESOLUTION:

RESOLUTION 2026-07 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR *1st Reading.*

RESOLUTION 2025-08 GRANTING AUTHORIZATION TO PREPARE AND SUBMIT AN APPLICATION FOR THE LOCAL PARKS GRANT PROGRAM THROUGH THE WOOD COUNTY PARK DISTRICT AND ACCEPT THE GRANT PROCEEDS IF AWARDED; AND DECLARING AN EMERGENCY. *1st Reading.*

PENDING RESOLUTION:**NEW LEGISLATION:****PENDING LEGISLATON:**

ORDINANCE 2026-27 TO LEVY SPECIAL ASSESSMENTS FOR THE RE-CONSTRUCTION OF CERTAIN SIDEWALKS IN THE PARC DU LANGLADE SUBDIVISION; AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2026-28 TO LEVY SPECIAL ASSESSMENTS FOR THE RE-CONSTRUCTION OF CERTAIN SIDEWALKS ON WEST ANDRUS ROAD; 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:**

August 27, 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 07:00 PM on August 27, 2026 in the Council Chambers and via Live Stream.

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, Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk, City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Josh Auman.

APPROVAL OF MINUTES

July 1, 2026 Regular City Council Meeting Minutes

MOTION: Council President Melnyk made a motion to **Approve**; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** Councilor Terry Kretz
RESULT: *Passed (6-0-1)*

August 5, 2026 Special Council Meeting Minutes

MOTION: Councilor Huntermark made a motion to **Approve**; seconded by Council President Melnyk. **ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Huntermark, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** Councilor Dean Edwards, Councilor Terry Kretz
RESULT: *Passed (5-0-2)*

PRESENTATION

PUBLIC COMMENT

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Barton

No report. Council thanked the Administration for its recent update regarding activities and projects over the previous two months.

Finance Councilor Dickey

No Report.

Safety Councilor Kretz

No Report.

Tree Commission Council President Melnyk

Chairman Melnyk reported that the microforest planting is scheduled for October 27, 2026, with October 29, 2026, as the rain date. Volunteers will be needed to assist with the project.

Service Councilor Edwards

No Report.

Parks, Rec & NCC Councilor Huntermark

Chairman Huntermark reported that the facility is averaging approximately 90 check-ins per day. August attendance was approximately 20% lower than July but remains approximately 29% higher than August of the previous year. Total active memberships are 1,044, compared with 860 in August of the previous year, an increase of approximately 21%. Active primary memberships total 591, compared with 477 last August, an increase of approximately 19%. Sunday hours will resume September 13, 2026.

Discussion was held regarding the upcoming annual piano event and the need for additional promotion and participation. Staff will continue to promote the event and review potential cancellation costs if necessary. Council also discussed the need for improved promotion of Recreation Department programs and events.

Rec Update:

Councilor Barton reported the summer camp season concluded in July and generated more than \$2,700 for Northwood Athletics and Owens Volleyball. Staff hopes to expand the program to include additional sports next year. Fall soccer practices have begun, with games scheduled to begin Saturday. Five teams are participating: one U6, one U8, two U10, and one U12 team. Approximately 57 players are participating this fall, compared with 55 in the spring.

August 27, 2026

Committee of the Whole	Council President Melnyk
No Report.	
MAYOR	Mayor Schimmel

Mayor's Report

Police Department:
The Mayor reported that Patrolman Jacob Schwiefer submitted his resignation. His final day of employment was July 27, 2026.

Fire Department:
The Mayor reported that Fire Chief Adam Myers submitted his resignation, effective August 31, 2026.

Recreation Department:
The Mayor recognized and thanked the former members of the Recreation Board for their years of dedicated service to the City and its recreation programs. As part of the recent reorganization, responsibilities previously assigned to the Recreation Board will now be handled by the Parks, Recreation and Community Center Committee in coordination with the Recreation Director. The Mayor reported that the City is continuing to develop the membership of the newly established committee. Former Recreation Board members have been contacted regarding their interest in serving, and the City hopes to finalize the membership by mid-September.

Sandra Greenlese submitted her resignation, effective August 31, 2026.

Other:
The Mayor reported that several individuals have expressed interest in serving on the Northwest Water and Sewer Board. Further discussion will occur before a nomination is presented to Council.
Mayor informed Council that former Police Chief Breno had passed away following a lengthy battle with cancer. Funeral arrangements were not known at the time of the meeting.
The Mayor expressed appreciation for Chief Breno's many years of service to the City of Northwood and stated that additional information would be shared when available.

CITY ADMINISTRATOR	Kevin Laughlin
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City Administrator's Report

The City Administrator reported that the former electronic sign at the Nature Trail, which was no longer serviceable, has been replaced with a new static sign.

Enclave Clock Tower Project
The City Administrator presented an update on the proposed clock tower project at the Enclave. Planning, engineering and design are more than 60% complete, and Council approval was needed to proceed with construction. The project was allocated \$350,000 in the 2026 budget. Approximately \$36,400 has been encumbered for planning, engineering and design, with slightly more than \$7,000 spent to date. The current estimated construction cost for the clock tower is approximately \$240,276, with an additional estimated \$40,000 for landscaping. The total project is currently estimated at approximately \$316,000 to \$318,000.

The Administrator explained that proceeding with the project would allow the City to lock in current pricing. Delaying the project six months to one year could result in an estimated 4% to 6% increase in construction costs. Council discussed the purpose of the clock tower, its role as a focal point for the Enclave, its inclusion in previous plans and renderings, and whether the project could help demonstrate the City's continued commitment to the redevelopment. Council also discussed the City's financial position, including anticipated savings from other projects and grants, available capital funds, and the City's current financial obligations.

The Administrator explained that the proposed funding ordinance would allow the City to borrow the necessary funds, with future excess TIF proceeds being used to reimburse the fund from which the money was borrowed. Council discussed using the Capital Replacement Fund rather than the General Fund as the source of the loan.

Council Discussion
Council members expressed differing views regarding the timing and necessity of the project. Some Council members questioned whether the clock tower was necessary to attract developers or whether it primarily served as a visual completion of the Enclave project. Concerns were also expressed about committing funds to the project while the City is facing budget pressures and declining revenues.

Other Council members emphasized that the clock tower has been part of the Enclave's plans and renderings from the beginning and could demonstrate the City's continued commitment to the redevelopment. Members noted that a developer visiting the property may view the completed improvements and planned amenities as evidence that the City is actively investing in the site.

Council also discussed savings realized on other projects. These included approximately \$300,000 in savings associated with grant funding for the all-inclusive playground, as well as other project savings. It was noted that some of these savings would remain encumbered until projects are formally closed out at year-end and

August 27, 2026

therefore may not yet be fully reflected in available budget figures. The Administrator noted that the City has invested approximately \$20 million in the overall Enclave project to date and characterized the clock tower as a relatively small portion of the overall investment. Council also discussed the possibility of delaying or eliminating the landscaping portion of the project as a potential means of reducing the cost by approximately \$40,000.

MOTION: Councilor Dickey made a motion to **authorize the City Administrator to sign the agreement with Verdin for the construction of the clock tower**; seconded by Councilor Barton.**ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** Councilor Edwards, Councilor Huntermark; **Abstain:** None
RESULT: *Passed (5-2)*

The City Administrator formally introduced Eric/Erik Engle, the City's new Planning, Zoning & Economic Development Director.
Mr. Engle comes to Northwood from Cuyahoga County and previously worked for the City of Huron. He holds a Bachelor's degree in Architecture from Kent State University and a Master's degree in Planning from The Ohio State University.
The City Administrator stated that Mr. Engle had already made a positive impact during his first several weeks with the City and expressed confidence that he would be a valuable addition to the City's staff.

CITY FINANCIAL REPORT(S)

MOTION: Councilor Barton made a motion to **acknowledge the receipt of the June and July city financial reports**; seconded by Councilor Dickey. **ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

JUNE 2026 BANK RECONCILIATION

JUNE 2026 FINANCE COMM REPORTS

JULY 2026 EXPENDITURES

JULY 2026 BANK RECONCILIATION

JULY 2026 FINANCIAL REPORTS

LIST OF EXPENDITURES OVER \$10,000

MOTION: Councilor Edwards made a motion to **approve the list of expenditures over \$10,000**; seconded by Council President Melnyk. **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)*

INVOICE		DESCRIPTION	AMOUNT
ANTHEM		EMPLOYEE HEALTH & VISION INSURANCE 8/1/26-9/1/26	\$63,700.92
D & D PAVING INC		RE-STONE NATURE TRAILS PARK & STONER POND PARK	\$30,720.00
WOOD COUNTY		SHERIFF'S MONTHLY FEE FOR DISPATCHING	\$17,370.82
OFFICE			
NORTHWESTERN	WATER	& RESURFACING ON TRACY ROAD	\$113,263.50
SEWER			
ANTHEM		EMPLOYEE HEALTH & VISION INSURANCE 9/1/26-10/1/26	\$68,258.77
PLEASANT VIEW	LAWN	& 2026 WOODVILLE RD FACADE GRANT	\$19,880.80
LANDSCAPING INC			

NEW RESOLUTION

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2026-30 AUTHORIZING SUPPLEMENTAL APPROPRIATIONS, ADVANCES AND THE TRANSFER OF FUNDS OF THE CITY OF NORTHWOOD; AND DECLAINING AN EMERGENCY
1st Reading - Edwards

PENDING LEGISLATON

ORDINANCE 2026-24 PROVIDING FOR ASSESSMENTS FOR STREET LIGHTING PURPOSES UPON LOTS AND LANDS IN THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO FOR THE TAX YEAR 2026

MOTION: Councilor Edwards made a motion to **Suspend the rules**; seconded by Council President Melnyk. **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)*

MOTION: Councilor Edwards made a motion to **Move on Emergency Clause**; seconded by Council President Melnyk.**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)*

MOTION: Councilor Edwards made a motion to **Move on Emergency Clause**; seconded by Council President Melnyk.**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) effective immediately*

ORDINANCE 2026-25 CERTIFYING COLLECTION OF ASSESSMENTS TO THE WOOD COUNTY AUDITOR FOR THE CUTTING OF WEEDS AND PLACING THOSE ON THE TAX DUPLICATE UNDER PROVISIONS IN OHIO REVISED CODE 731.54, AND DECLARING AN EMERGENCY

MOTION: Councilor Edwards made a motion to **Suspend the rules**; seconded by Council President Melnyk. **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)*

MOTION: Councilor Edwards made a motion to **Move on Emergency Clause**; seconded by Council President Melnyk.**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)*

MOTION: Councilor Edwards made a motion to **Move on Final Adoption**; seconded by Council President Melnyk. **ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None
RESULT: *(7-0) effective immediately*

ORDINANCE 2026-27 TO LEVY SPECIAL ASSESSMENTS FOR THE RE-CONSTRUCTION OF CERTAIN SIDEWALKS IN THE PARC DU LANGLADE SUBDIVISION; AND DECLARING AN EMERGENCY.

2nd Reading - Edwards

ORDINANCE 2026-28 TO LEVY SPECIAL ASSESSMENTS FOR THE RE-CONSTRUCTION OF CERTAIN SIDEWALKS ON WEST ANDRUS ROAD; AND DECLARING AN EMERGENCY.

2nd Reading - Edwards

ORDINANCE 2026-29 AUTHORIZING A LOAN FROM THE CITY OF NORTHWOOD **GENERAL CAPITAL REPLACEMENT FUND TO THE CITY OF NORTHWOOD ENCLAVE TIF FUND**; AND DECLARING AN EMERGENCY.

Council discussed changing the source of the loan from the General Fund to the Capital Replacement Fund. The Capital Replacement Fund was reported to have a balance exceeding \$3 million.

MOTION: Councilor Barton 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
RESULT: *Passed (7-0)*

MOTION: Councilor Barton 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
RESULT: *Passed (7-0)*

MOTION: Councilor Barton made a motion to **Move to adopt**; seconded by Councilor Dickey. Councilor Dickey then made a motion to **amend the ordinance to authorize the loan from the Capital Replacement Fund** ; 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)*

MOTION: Councilor Barton made a motion to **Adopt as Amended** ; seconded by Councilor Dickey. **ROLL CALL:** **Yes:** Councilor Barton, Councilor Dickey, Councilor McGaharan, Council President Melnyk; **No:** Councilor

August 27, 2026

Edwards, Councilor Huntermark, Councilor Kretz; **Abstain:** None
RESULT: *Passed (4-3) Effective Immediately*

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

no formal report but noted that executive session matters would include collective bargaining, pending litigation, and hiring, firing and discipline of public employees.

CITY ENGINEER’S REPORT/DISCUSSION Josh Auman

City Engineer's Report

- Curtice Road:** Tentative construction start is the week of September 14, 2026.
- Dry Creek Aquatic and Riparian Restoration Project:** A ribbon-cutting event is anticipated for September 17, 2026. Waste Management is coordinating the event.
- Dalling Drive Street improvements:** Work is nearing completion, with paving anticipated the following week, weather permitting.
- 2026 Pavement Improvements:** Richmond and Dillrose Drive are included in the 2026 paving program. The contractor is awaiting confirmation of a paving date.
- NCC Parking Lot Project:** The City is awaiting electrical design information for lighting improvements.

NEW BUSINESS

Council discussed the need for clearer communication regarding the timing and notice of special Council meetings. A request was made to provide more specific information concerning meeting timing and notice requirements in future communications.

ODOT Traffic Control Discussion

Council discussed prior conversations with the Ohio Department of Transportation concerning the possibility of installing additional stop signs or other traffic-control measures at portions of the entrance and exit ramps between Woodville Road and Wales Road, particularly in the area of Curtice Road. Concerns were expressed regarding vehicles and semi-trucks traveling through the area at high speeds and proceeding through traffic signals. Council members noted that some vehicles have been observed traveling approximately 40-45 miles per hour through the area and expressed concern that a serious accident could occur.

The Administration will continue discussions with ODOT regarding possible traffic-control improvements.

All-Inclusive Playground

Council discussed a possible improvement to the area adjacent to the new all-inclusive playground. Staff indicated that Josh and Tom would review the area and prepare an estimate for the proposed work. Because of the timing within the current budget year, the project would likely be considered as part of a 2027 capital appropriation.

NCC Roof and Siding

Council discussed concerns regarding roof and siding issues at the Recreation Center, including water intrusion associated with certain wind conditions. The Administration has contacted the contractor regarding the issues. The City Attorney is reviewing the contract and applicable warranties to determine the City's rights and the contractor's obligations for repairs.

Beats and Eats/Event Grounds

Council discussed improving the outdoor event area used for events such as Beats and Eats. Concerns were raised that the area remains uneven because of stone underneath a relatively thin layer of topsoil.Council discussed removing some of the existing stone, adding approximately four to six inches of soil, and grading the area to create a more level surface for future events. The City has equipment and dump trucks that could potentially be used to perform the work.

OLD BUSINESS

Fire Department Grant and 2027 Budget

Council revisited the fire department grant involving three firefighters as the City prepares for the 2027 budget process.Concern was expressed regarding job security for the firefighters and the importance of beginning discussions soon so that employees have greater certainty regarding their positions. Council discussed the possibility of pursuing a levy and/or an income tax measure to provide additional revenue for the City. Members noted that if a measure is intended for the May election, it would need to be certified with the Board of Elections by approximately the first week of February, meaning significant decisions would need to be made later in 2026. Council members emphasized that the City's fire department needs extend beyond the three grant-funded positions and that the broader needs of the department should be considered as part of the City's long-term financial planning. The City Administrator stated that internal 2027 budget deliberations were expected to begin during the second week of September. The budget was anticipated to be substantially finalized by the end of September or beginning of October, followed by committee-level discussions concerning individual departments.

Employee Healthcare

Council also discussed the need to begin employee healthcare discussions early in the budget process. Members noted that employees need adequate time to review available healthcare options and discuss those options with their families.

August 27, 2026

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

1. Mark Stoffan - Piper Drive. Addressed Council regarding a drainage ditch affecting his neighborhood. Mr. Stoffan stated that he has raised the issue with Council for more than seven years and is seeking restoration of the ditch. Mr. Stoffan reported that he had spoken with the Wood County Engineers, who recommended that the City petition the Wood County Commissioners regarding the ditch. He noted that Council had previously declined to submit such a petition. City Administrator explained that an individual landowner within the watershed may petition the County regarding the ditch. A per-parcel charge may apply as part of the process. Discussion followed regarding the City's stormwater responsibilities, private drainage, existing catch basins, and the possibility of using cameras to determine where drainage lines and blockages are located. It was also explained that portions of the drainage system are located on private property and that the City cannot enter private property without the appropriate legal access or easement. Some areas may be subject to utility easements rather than City-owned rights-of-way. Mr. Stoffan stated that residents in the area have experienced standing water and other drainage concerns. A Council member offered to meet with Mr. Stokeman after the meeting and inspect the area.

The City Administrator reiterated that his recommendation was for Mr. Stoffan to petition the Wood County Commissioners regarding the drainage ditch. Councilor Huntermark agreed to share his contact information with Mr. Stoffan and stop out to take a look at the issue.

2. Tim and Donna Robinson - East Plaza Blvd. Addressed Council regarding a proposed tenant for Building 3 of the former Parkcliffe facility.

The Robinsons stated that they had recently learned that the building may be used as a recovery housing facility for individuals recovering from drug and alcohol addiction. They indicated that they had contacted the property owner and had received information concerning the proposed operation. The residents provided Council with a letter describing the proposed recovery housing. According to the letter, the housing would be certified through Ohio Recovery Housing and would provide a structured, drug- and alcohol-free environment with staff supervision. The letter identified requirements including curfews, household responsibilities, sober support meetings, drug and alcohol testing, supervision of new residents, and restrictions on overnight passes.

The Robinsons expressed concerns about how the facility could affect the surrounding neighborhood, including nearby senior residents, children, pedestrians, and school bus traffic. They also raised questions about how residents would be supervised when outside the facility and what measures would be in place to prevent disruptive behavior or other neighborhood concerns. The Robinsons stated that they had contacted the Wood County mental health and addiction authorities and understood that the proposed facility was not an extension of the County's services. Council and Administration indicated that the City had not previously received communication regarding the proposed tenant. The City Administrator stated that the City's zoning requirements and other applicable regulations would need to be reviewed to determine whether the proposed use is permitted at the property.

The Administration noted that the facility may not necessarily be required to register as a traditional business depending upon its operation and zoning classification, but that the specific use would need to be reviewed against the property's zoning designation and applicable regulations.

The residents were asked to provide the information and correspondence they had received to the City Administrator so that the City could investigate the matter further and contact the property owner or proposed operator as appropriate.

The City Administrator agreed to look into the matter and provide an update.

EXECUTIVE SESSION

MOTION: Councilor Dickey made a motion to enter into executive session with Mayor, Council, City Amdinistrator and City Attorney to discuss Collective bargaining; Pending litigation; and Hiring, firing, or discipline of a public employee.; 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) 7:58PM

The meeting was called back to order at 8:26PM and the roll was called by Council Clerk Popovitch. Those in attendance were as follows: Mayor Schimmel, Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Attorney Dave Kuhn.

MOTION: Councilor Huntermark made a motion to authorize the City Administrator to sign the contract with D&K Excavating; seconded by Council President Melnyk.**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)

ADJOURNMENT

08:26 PM

August 27, 2026

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor



MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: SEPTEMBER 10, 2026

NEW HIRES: *(Informational Only)*

Stephen Zbornik will be hired as a part-time employee for the NCC, effective 9/28/2026.

FIRE:

Adam Myers has resigned as a part-time member of the department, effective on 8/31/2026.

Ryan Hartle has resigned as a part-time member of the fire department, effective 9/4/2026.



CITY ADMINISTRATOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: SEPTEMBER 10, 2026

DISCUSSION

TOPIC/ ITEM	DISCUSSION
1. STBG Grant Application	The City will receive \$1.8 million Surface Transportation Block Grant from Lake Erie West Regional Council for intersection improvements for Wales Road at Tracy Road. We do not have a definitive project year at this time, but work is tentatively scheduled for 2030-2031.
2. Paving at Brentwood Park	Administration recommends reallocating budgeted funding for resurfacing Central Park's parking lot to add surfacing at Brentwood Park to accommodate the inclusive playground. Estimate from Bowers Asphalt and Paving, Inc. is for \$27,000 and will create a 30' X 158' foot parking area and 6' x 74' walk way.
3. East Plaza Drive zoning concerns	Heal Toledo's proposed use of the former Parkcliffe facility on East Plaza Blvd. has been determined to be a conditional via consultation with the Director of Planning, Zoning, and Economic Development and Law Director. Heal Toledo will have to submit an application and appear before Planning Commission to proceed.
4. Food Distribution	The City of Northwood Food Distribution will resume on September 30th at 10:00 AM at the Northwood Community Center (NCC). Distribution will continue to occur on the last Wednesday of each month, except for November and December, when distributions will be scheduled earlier to accommodate the holidays. This successful continuation of the food distribution program is the result of a collaborative effort. We extend our gratitude to Chief Zahradnik for coordinating the logistics and securing the volunteers, the volunteers from Unity United Methodist Church for their offer to distribute the food, the Street Department for facilitating food pickups, and the Northwood Community Center for hosting and coordinating the event.

DEPARTMENT UPDATES/ PROJECTS IN PROGRESS

Department	Project	Current Status	Key Changes Since Last Meeting

Public Service	Trainfo	On-Going	Poles are set, waiting on beacons, which have been delayed, should be here by mid-September and installed by FET thereafter.
Administration Parks & Recreation	Brentwood Inclusive Playground	Complete	Construction and installation are substantially complete and playground is open to the public. Ribbon Cutting Event is scheduled for Sunday, September 20th at 12PM.
Public Service Engineering Administration	Woodville Road Pedestrian Improvement Project	On-Going	Light and signal foundations are poured and conduit wiring is installed. Waiting on schedule from Smith Paving for sidewalks, drives, pole installation, and striping. Most likely looking at a spring 2027 completion.
Administration Planning, Zoning, and Economic Development	Enclave Residential Project	On-Going	Continuing to discuss approach, budget, and timeline with developers.
Administration	Lexipol Policy Manual Update	On-Going	Batched roll-out of updated policies to staff is continuing.
Public Service Engineering	Dalling Drive Extension	Complete	Paving completed Sept. 8, 2026.
Administration Engineering	WM Dry Creek Stream Restoration	Complete	Ribbon cutting event to be held September 17 at 10:00 AM at WM/Evergreen Landfill. Council and Mayor are invited to attend.
Administration	HB 96 (Cyber Security) O365 Migration	On-Going	- Physical security measures are fully deployed. - Draft policy document is under review by the Administration. - Nearing completion of O365 and user clean-up, and we anticipate this being completed in the next few weeks. Multifactor (MFA) Authentication and Password Policy - Will begin implementation of MFA and more intensive password requirements September 11, 2026. You will be required to update your password and to implement MFA (Microsoft Authenticator App) in order to log into the network or use your computer.

ACTION ITEMS

Item	Motion Requested
2. Brentwood Park Paving	Administration requests a motion to use funds appropriated for pavings Central Park parking lot for improving gravel parking lot at Brentwood Park.

LEGISLATION

Proposal

Bowers Asphalt and Paving, Inc.

6157 Walbridge Road

Walbridge, Ohio 43465

419-666-0516

419-666-6912 FAX

Proposal submitted to

Phone 419-690-1662 Date September 9, 2026

Mr. Tom Huntermark

Fax

City of Northwood

Email streets@northwoodoh.gov

6000 Wales Rd

Job Brentwood Park

Northwood, OH 43619

ASPHALT PAVING

- 360 SY Parking Area - Mill out 8" of existng material, install 4" of 304 berm, fine grade aggregate, 2.5" 441 asphalt concrete intermediate Type 2 PG64-22 and 1.5" 441 asphalt concrete surface Type 1 PG64-22
- 49 SY Walk Way @ west edge of parking area - Excavate to -12", install 8" of 304 berm, fine grade aggregate, 2.5" 441 asphalt concrete intermediate Type 2 PG64-22 and 1.5" 441 asphalt concrete surface Type 1 PG64-22
- 1 LS Striping, one coat of paint. Layout to be determined by Northwood.

TOTAL:\$27,000.00

Figured for 2026 work

Assumed there is a minimum of 12" of existing stone base

Parking area = 30'x158' Walk way = 6'x74'

We Propose hereby to furnish material and labor - complete in accordance with above specifications and sum(s) above. Payment to be made by monthly invoice or when job is completed.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate.

Authorized
Signature*JT Sandberg*

This proposal may be withdrawn by us if not accepted within 30 days from proposal date.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance: _____

Signature: _____

2026-7

RESOLUTION 2026-07 ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

WHEREAS, This Council in accordance with the provision of the law has previously adopted a Revenue Estimate for the next succeeding fiscal year commencing January 1, 2027 and;

WHEREAS, The Budget Commission of Wood County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation;

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

- SECTION 1. By the Council of the City of Northwood, Wood County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted.
- SECTION 2. That there be and is hereby levied on the tax duplicated of said City at the ate of each tax necessary to be levied within and without the ten mill limitation as attached hereto Exhibit A.

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 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

**RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE
BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES
AND CERTIFYING THEM TO THE COUNTY AUDITOR**

(Village or City Council)
Revised Code, Secs. 5705.34, .35

The Council of the City of Northwood Wood County, Ohio, met in (regular or special) session on the 10th day of September, 2026 at the office within Council Chambers with the following members present:

_____ moved the adoption of the following Resolution:

WHEREAS, This Council in accordance with the provisions of law has previously adopted a Revenue Estimate for the next succeeding fiscal year commencing **January 1st, 2027** and

WHEREAS, The Budget Commission of Wood County, Ohio, has certified its action thereon to this Council together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Council, and what part thereof is without, and what part within, the ten mill tax limitation; therefore, be it

RESOLVED, By the Council of the City of Northwood, Wood County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted; and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Village/City the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A

SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION, AND COUNTY AUDITOR'S ESTIMATED TAX RATES

NORTHWOOD CITY	AMOUNT APPROVED BY BUDGET COMM. INSIDE 10 MILL LIMITATION	AMT TO BE DERIVED FROM LEVIES OUTSIDE 10 MILL LIMITATION	COUNTY AUDITOR EST. OF TAX RATE LEVIED	
			INSIDE 10 MILL LIMIT	OUTSIDE 10 MILL LIMIT
	Column 2	Column 3		
SINKING FUND				
GENERAL FUND	311,225.81		1.60	
BOND RETIREMENT				
LIBRARY FUND				
PERMANENT IMPR.				
STATE				
TOTAL	311,225.81	-	1.60	-

SCHEDULE B

Levies outside 10 mill limitation, Exclusive of Debt Levies

GENERAL FUND	MAXIMUM RATE AUTHORIZED TO BE LEVIED	AUDITOR'S ESTIMATE OF YIELD OF LEVY
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		
Levy Authorized by voters on _____ for not to exceed _____ years.		

and be it further

RESOLVED, That the Clerk of this Board be and he is hereby directed to certify a copy of this Resolution to the County Auditor of said County.

_____ seconded the Resolution and the roll being called upon its adoption the vote resulted as follows:

Adopted the _____ day of _____, 20_____.

_____ Clerk, City of _____
Wood County, Ohio

RESOLUTION 2025-08 GRANTING AUTHORIZATION TO PREPARE AND SUBMIT AN APPLICATION FOR THE LOCAL PARKS GRANT PROGRAM THROUGH THE WOOD COUNTY PARK DISTRICT AND ACCEPT THE GRANT PROCEEDS IF AWARDED; AND DECLARING AN EMERGENCY.

WHEREAS, The Wood County Park District has certain grant funds which may be available to the City of Northwood, Ohio, pursuant to an application process; and,

WHEREAS, The City of Northwood believes that the application for the grants would assist the City to improve and expand recreational offerings by defraying the cost to the City.

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

SECTION 1. That the City Administrator is hereby authorized and directed to execute and file an application for the Local Parks Grant Program through the Wood County Park District and to provide all information and documentation required for the application.

SECTION 2. That the City authorizes the acceptance of the grant funds if awarded.

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 grant application is due by October 16th and therefore 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 _____, 2025.

In Effect: _____

ATTEST:

Clerk of Council

APPROVED AS TO FORM:

President of Council

APPROVED:

City Attorney

Mayor

ORDINANCE 2026-27 TO LEVY SPECIAL ASSESSMENTS FOR THE RE-CONSTRUCTION OF CERTAIN SIDEWALKS IN THE PARC DU LANGLADE SUBDIVISION; AND DECLARING AN EMERGENCY.

WHEREAS, Resolution 1988-09 declared the necessity of reconstructing, leveling and repairing of sidewalks designated by Northwood Codified Ordinances, Section 1022.02; and

WHEREAS, property owners in the Pard Du Langlade subdivision were notified in July, 2025 of the city's intent to repair sidewalks; and sidewalks were reconstructed by Gerken Paving during October, 2025; and

WHEREAS, invoices were mailed to property owners in May, 2026 allowing payment options through June 30, 2026; and the remaining balance due to the City of Northwood is \$20,302.51 in unpaid special assessments;

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 assess to the Wood County Auditor the sum of Twenty thousand three hundred two dollars and 51/100 (\$20,302.51) against property owners herein described in Exhibit A, Certification of Special Assessments. Notice of the filing of said special assessment has been given as required by law: the same is hereby adopted and confirmed and there be and are hereby levied on the lots and lands of re-constructed sidewalks, the several amounts reported as aforesaid which assessments and the description of said lots and lands are now on file in the office of the Clerk of this Council, and which assessments are not in excess of the special benefits and not in excess of any statutory limitations.

SECTION 2. That the total assessment against each lot or parcel of land shall be payable over a period of two (5) years, or ten (10) semi-annual installments with interest at the rate of 0 percent (0%) per annum on the unpaid balance. All assessments and installments thereon from and after the effective date of this Ordinance shall be certified by the Finance Director to the County Auditor, as provided by law, to be placed on the tax duplicate and collected as all other taxes are collected.

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.

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

2026-28

ORDINANCE 2026-28 TO LEVY SPECIAL ASSESSMENTS FOR THE RE-CONSTRUCTION OF CERTAIN SIDEWALKS ON WEST ANDRUS ROAD; AND DECLARING AN EMERGENCY.

WHEREAS, Resolution 1988-09 declared the necessity of reconstructing, leveling and repairing of sidewalks designated by N01ihwood Codified Ordinances, Section 1022.02; and

WHEREAS, property owners on W. Andrus Rd were notified in June, 2025 of the city's intent to repair sidewalks; and sidewalks were reconstructed by Geddis Paving during October, 2025; and

WHEREAS, invoices were mailed to property owners in May, 2026 allowing payment options through June 30, 2026; and the remaining balance due to the City of Northwood is \$11,955.00 in unpaid special assessments;

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 assess to the Wood County Auditor the sum of Eleven-thousand nine hundred fifty five dollars and 00/100 (\$11,955.00) against prope1iy owners herein described in Exhibit A, Certification of Special Assessments. Notice of the filing of said special assessment has been given as required by law: the same is hereby adopted and confirmed and there be and are hereby levied on the lots and lands of re-constructed sidewalks, the several amounts reported as aforesaid which assessments and the description of said lots and lands are now on file in the office of the Clerk of this Council, and which assessments are not in excess of the special benefits and not in excess of any statutory limitations.

SECTION 2. That the total assessment against each lot or parcel of land shall be payable over a period of two (5) years, or ten (10) semi-annual installments with interest at the rate of O percent (0%) per annum on the unpaid balance. All assessments and installments thereon from and after the effective date of this Ordinance shall be certified by the Finance Director to the County Auditor, as provided by law, to be placed on the tax duplicate and collected as all other taxes are collected.

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.

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

Owner	Address	Parcel Number	Sidewalk Replaced (SF)	Amount
John S. & Sandra Krytus	302 Andrus RD	M50-300-860405041000	30.00	300.00
George A. III & Paula L. Barker	310 Andrus RD	M50-300-860405040000	50.00	600.00
Rab Properties LLC	314 Andrus RD	M50-300-860405039000	20.00	240.00
Julius & Martha Pompos	330 Andrus RD	M50-300-860405035000	25.00	300.00
Mark A. Schober	502 Andrus RD	M50-300-860407004000	50.00	285.00
John W. Soncrant	510 Andrus RD	M50-300-860407006000	64.00	768.00
Kelly L. Beard	520 Andrus RD	M50-300-860407007000	14.00	168.00
William L. JR & Sabrina J. Cooper	417 Andrus RD	M50-300-130402004000 &	90.00	1,080.00
Amber Newman	345 W. Andrus RD	M50-300-130401031000	30.00	360.00
Wayne L. Mannies	237 Andrus RD	M50-300-130401026000	55.00	660.00
Commodore Jones	211 Andrus RD	M50-300-130401018000 &	120.00	1,440.00
Cody R. & Stacy L. Dunbar	175 Andrus RD	M50-300-130401016000	59.50	714.00
Victoria Kralik	165 Andrus RD	M50-300-130401012000 &	153.00	1,836.00
Frank D. Morelock	13 Andrus RD	M50-300-130401006000	102.00	1,224.00
Carol Ann Lawson	7 Andrus RD	M50-300-130401003000	75.00	900.00
Jennifer Erin Vollmar	5 Andrus RD	M50-300-130401001000	90.00	1,080.00
				11,955.00



CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: SEPTEMBER 10, 2026

PROJECT UPDATES

Project Name	Project Budget	Current Status	Key Changes Since Last Meeting
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Construction	Tentative start date in Mid-September
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	Construction	Grand Opening Mid-September
Dalling Drive Extension Improvements	\$713,562.02	Construction	Finishing construction
Northwood 2026 Pavement Resurfacing Improvements (Richmand and Dilrose Dr.)	\$411,500.00	Design	Construction started September 3rd
NCC Parking Lot - Phase 2	\$324,400.00	Design	Putting together bid documents, waiting for electrical design
Curtice Road Pavement and Drainage Improvements (Coy Road to Woodhurst Apartments)	\$881,810.00	Design	Field topography and survey

ISSUES REQUIRING COUNCIL ATTENTION

Motion to advertise for Bids

Project Name	Bid Opening Date
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Motion to Award Contract

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