



**SAFETY COMMITTEE MEETING**

**Thursday, August 29, 2024 at 6:45 PM**

Access meeting materials and information via the Northwood, Ohio Public Portal:  
<https://northwoodoh.portal.civicclerk.com/>

**Members of Safety Committee**

Mark Stoner, Chair  
Dean Edwards  
Michael Melnyk  
Chief Whitmore, Fire Chief  
Chief Zahradnik, Police Chief  
Kevin Laughlin, City Administrator

**CALL TO ORDER:**

**ROLL CALL:**

**APPROVAL OF MINUTES:**

- July 11, 2024 Safety Committee Meeting Minutes

**TOPICS/ISSUES:**

- 1) Review of SAFER Grant Award & Ordinance Accepting Funds
- 2) Fire Department Purchase of AutoPulse NXT Starter Kit

**NEW BUSINESS:**

**OLD BUSINESS:**

**ADJOURNMENT:**

July 11, 2024

## City of Northwood Safety Committee Meeting Minutes

### CALL TO ORDER:

The meeting of the Northwood Safety Committee was called to order by Mark Stoner at 6:30 PM on July 11, 2024 in the Council Chambers and via Zoom.

### ROLL CALL:

The roll was called by Clerk Popovitch and those in attendance were as follows: Councilor Stoner, Councilor Edwards, Councilor Melnyk City Administrator Kevin Laughlin, Fire Chief Whitmore and Police Chief Zahradnik.

### APPROVAL OF MINUTES:

June 27, 2024 Safety Committee Meeting Minutes

**MOTION:** Councilor Edwards made a motion to **Approve**; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Stoner, Councilor Edwards, Councilor Melnyk; **No:** None; **Abstain:** None  
**Result: Passed**

### TOPICS/ISSUES:

#### 1) RFP Feasibility Study

Chief Whitmore stated that back in Spring, the City submitted an RFP for a Public Safety Complex Feasibility Study due to a significant need for improvements to police and fire facilities. 5 proposals were received by the due date. The top 2 were interviewed by Chief Whitmore, Chief Zahradnik and Administrator Kevin Laughlin. MW Studios was the top choice as they have extensive experience in conducting similar studies, and much larger projects around the country. Locally, they have done a project in Sydney, and are currently working on a project for Perkins Township. The quote for the project will include building and site location, opportunities to improve operational efficiencies through facility design, strategies to fix challenges and basic facility design and cost of the facility. \$65,000 was budgeted for this project, and their estimate came in at \$57,300. Once they start the study, it will be completed in 90 days and findings will then be presented to council. Completing the study is important as it will enable the city to seek public and private grants, direct appropriations from state & federal resources, and low interest loans to keep construction costs down. MW Studios is a firm out of Maryland and specializes in these buildings. Chief Whitmore requested authorization to enter into an agreement with MW studios for the completion of the feasibility study.

Councilor Melnyk made a **motion to refer to Council** ; seconded by Councilor Edwards.

#### ROLL CALL:

**Yes:** Councilor Stoner, Councilor Edwards, Councilor Melnyk

**No:** None

**Abstain:** None

**MOTION:**

#### 2) Fire Department Purchase - Motorola Solutions - \$10,524.92

Chief Whitmore presented the request to purchase two new portable Motorola radios. The budgeted amount was \$9,000 but the quote came back at \$10,524.92. Only one quote was presented because Motorola is the exclusive radio system used and sets the pricing so even a different vendor would result in the same price. The purchase is from Motorola, but we are working with P&R Communications and the cost is for the two radios, security features and programming. The new radios are intended to be for the full-time staff.

Councilor Edwards made a **motion to refer to council**; seconded by Councilor Melnyk.

#### ROLL CALL:

**July 11, 2024**

**Yes:** Councilor Stoner, Councilor Edwards, Councilor Melnyk

**No:** None

**Abstain:** None

**MOTION: Passed**

**NEW BUSINESS:**

None.

**OLD BUSINESS:**

None.

**ADJOURNMENT:**

6:38PM

**ATTEST:**

*Council Clerk*

**APPROVED:**

*Mayor*

**ADJOURNED:**



## **MEMO**

**TO:** Safety Committee

**FROM:** Kevin Laughlin

**RE:** Review of SAFER Grant Award & Ordinance Accepting Funds

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### **Background**

Authorization to apply for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant was given at Council's March 14, 2024, meeting. SAFER had been previously discussed during a November 16, 2023, Finance Committee meeting discussing potential grants and projects proposed by the Fire Department in the 2024 Budget. Applications were due April 11, 2024.

SAFER will provide the Northwood Fire Department with three additional full-time fire staff for three years, covering the cost of salaries and benefits. The total awarded to the City of Northwood is \$939,819.72. Northwood was one of only five departments awarded in the first round of funding, nationally, and was the largest award.

### **Administrative Analysis**

The question before Council is whether to accept the award. This is an unprecedented opportunity for the city and will bring Northwood closer to meeting the requirements as outlined in the NFPA 1710 standard.

However, the award does not come without major downstream implications. Grant funding for these positions is only for three years, which begs the question: how will we fund these positions after the term of the grant has lapsed? At this point in time, we would be required to fund them, as we fund all our safety services, through General Fund allocations. However, this brings to light future considerations into regarding revenue streams which affect every department, not just safety services.

### **Administrative Recommendation**

Administration recommends accepting the SAFER award. The benefits provided far outweigh future concerns and allows Council and city leadership ample time to address them.



**ZOLL Medical Corporation**

269 Mill Road  
Chelmsford, MA 01824-4105  
Federal ID# 04-2711626

Phone: (800) 348-9011  
Fax: (978) 421-0015  
Email: esales@zoll.com

Quote No: Q-66668 Version: 3

Northwood Fire and Rescue Department  
6000 Wales Road  
Northwood, OH 43619-1480

Quote No: Q-66668  
Version: 3

ZOLL Customer No: 164883

Issued Date: August 27, 2024  
Expiration Date: September 30, 2024

Joel Whitmore  
(419) 265-8022  
firechief@ci.northwood.oh.us

Terms: NET 30 DAYS

FOB: Shipping Point  
Freight: Prepay & Add

Prepared by: Daniel Majors  
EMS CPR Territory Manager  
daniel.majors@zoll.com  
+1 3179190502

Item	Contract Reference	Part Number	Description	Qty	List Price	Adj. Price	Total Price
1		8700-001003-01	<b>AutoPulse NXT Starter Kit - EMS</b>  Includes: AutoPulse NXT Platform, AutoPulse NXT Charger, AutoPulse NXT Lithium Batteries (2), AutoPulse NXT Bands (3 pack), AutoPulse NXT QuickCase, AutoPulse NXT Shoulder Restraint	1	\$23,204.00	\$22,507.88	\$22,507.88

Subtotal: \$22,507.88

**Total: \$22,507.88**

To the extent that ZOLL and Customer, or Customer's Representative have negotiated and executed overriding terms and conditions ("Overriding T's & C's"), those terms and conditions would apply to this quotation. In all other cases, this quote is made subject to ZOLL's Standard Commercial Terms and Conditions ("ZOLL T's & C's") which for capital equipment, accessories and consumables can be found at <https://www.zoll.com/about-zoll/invoice-terms-and-conditions>, for software products can be found at <https://www.zoll.com/en/about-zoll/legal>, and for ExpertCare Service Plans can be found at <https://www.zoll.com/en/about-zoll/compliance>. Except in the case of overriding T's and C's, any Purchase Order ("PO") issued in response to this quotation will be deemed to incorporate ZOLL T's & C's, and any other terms and conditions presented shall have no force or effect except to the extent agreed in writing by ZOLL.

1. Delivery will be made upon availability.
2. This Quote expires on September 30, 2024. Pricing is subject to change after this date.
3. Applicable tax, shipping & handling will be added at the time of invoicing.
4. All purchase orders are subject to credit approval before being accepted by ZOLL.
5. To place an order, please forward the purchase order with a copy of this quotation to [esales@zoll.com](mailto:esales@zoll.com) or via fax to 978-421-0015.
6. All discounts from list price are contingent upon payment within the agreed upon terms.
7. Place your future accessory orders online by visiting the ZOLL web store.



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Northwood Fire and Rescue Department  
Quote No: Q-66668 Version: 3

**Order Information (to be completed by the customer)**

- Tax Exempt Entity (Tax Exempt Certificate must be provided to ZOLL)
- Taxable Entity (Applicable tax will be applied at time of invoice)

BILL TO ADDRESS	SHIP TO ADDRESS
Name/Department:	Name/Department:
Address:	Address:
City / State / Zip Code:	City / State / Zip Code:

Is a Purchase Order (PO) required for the purchase and/or payment of the products listed on this quotation?

- Yes      PO Number: \_\_\_\_\_      PO Amount: \_\_\_\_\_  
(A copy of the Purchase Order must be included with this Quote when returned to ZOLL)
- No      (Please complete the below section when submitting this order)

For organizations that do not require a PO, ZOLL requires written execution of this order. The person signing below represents and warrants that she or he has the authority to bind the party for which he or she is signing to the terms and prices in this quotation.

**Northwood Fire and Rescue Department**

Authorized Signature:

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_