

January 23, 2025

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 January 23, 2025 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, Council President Kozina, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Councilor Stoner City Administrator Kevin Laughlin, and City Engineer Dave Kuhn.

MOTION: Councilor Huntermark made a motion to **Excuse City Attorney Ballenger from the Council Meeting** ; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

APPROVAL OF MINUTES

January 2, 2025 Organizational Council Meeting Minutes

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

January 2, 2025 Regular Council Meeting Minutes

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

PRESENTATION

PUBLIC COMMENT

1. Denny Bohland 884 Elk Ridge - Mr. Bohland stated he was concerned about children having to cross through the roundabout as it would be between the school and a neighborhood but was informed that the crossing would be farther down Woodville Rd. away from the crosswalk . He asked if it was certain that the crossing would go in before the roundabout. Mayor stated the crossing beacon would be installed next year and the roundabout wouldn't be constructed until 2028. Mr. Bohland asked if the roundabout would be laid out so you can cross as a pedestrian? Mayor stated yes, but the hope would be to have the school crossing guard down by the new crossing & beacon. Lastly Mr. Bohland asked the status on putting in a roundabout on Fostoria Rd. Mayor stated it is an ODOT project and they are doing a feasibility study right now and it would be fully funded by ODOT.

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton

No Report.

Finance Councilor Louis Fahrbach - Next Meeting: February 13th at 6PM

Next Meeting: February 13 at 6PM.

Recreation Board Councilor Jim Barton

Meeting held on 1/10. Discussed the following:

- Tree lighting was a big hit this year.
- Mr. Dickey ran a basketball clinic two days in December both dates were well attended.
- We had over 45 kids here for the Amazing Athletics new year eve event.
- The NCC hosted a men’s and ladies pickleball tournament this past weekend. We had 32 players.
- Spring sports registration is open.
- Same type and color pants for all teams.
- Community service award nominations being accepted
- Soccer camp for kids early February.
- We hope to have the rock-climbing wall installed by March.
- ODNR to provide trout for fishing derby April 19th

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- Palooza in the park is set for Friday June 6th, this event will have fireworks and our community service award winner will be announced as well.
- Music night at the NCC is set for Friday August 8th. Madison Avenue will be performing.

Safety Councilor Mark Stoner

No Report.

Tree Commission Councilor Michael Melnyk

Meeting held on 1/14
Discussed several items including Arbor Day - looking at possibly planting an autumn blaze maple tree around the splash pad at the NCC to provide shade.
Continuing to work on the memorial program and researching what kind of plaques to get. Going to reach out to the urban forester from the ODNR to set up training with our service department on maintaining trees. Lastly, the list of approved trees in the right of way and public parks was updated and was recommended to council for approval.
MOTION: Councilor Melnyk made a motion to **accept the tree commission's updated list of approved trees**; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed
ROW & Parks List of Trees

Service Councilor Dean Edwards

No Report.

Parks, Rec & NCC Councilor Pat Huntermark

No Report.

Committee of the Whole Council President Randy Kozina

No Report.

CEREMONIAL ITEMS

NEW RESOLUTION

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2025-02 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2024 OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.
1st Reading - Edwards

ORDINANCE 2025-03 AN ORDINANCE REALLOCATING THE DISTRIBUTION OF FUNDS RECEIVING INTEREST INCOME AND THE DISTRIBUTION THEREOF BY THE FINANCE AND REVENUE DIRECTOR.
1st Reading - Kozina

PENDING LEGISLATON

MAYOR Mayor Schimmel

Mayor's Report
COMMITTEE APPOINTMENTS:
- Recommendation to re-appoint Matt Tewers, Bradley Delventhal, Steve Delventhal, Terry Hartman,Jr Donegan, and Terry Kretz to the Planning Commission.

MOTION: Council President Kozina made a motion to **re-appoint Matt Tewers, Bradley Delventhal, St Delventhal, Terry Hartman,John Donegan, and Terry Kretz to the Planning Commission**; seconded Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Counc Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed
- Review of Council Committee appointments
Mayor recommended replacing Council President Kozina with Councilor Fahrbach on Service Committee ; Councilor Huntermark replacing Council President Kozina on Finance Committee.
FIRE:
Chief Whitmore presented the following recommendations:
- Hire Joseph Walker as a part-time firefighter/paramedic
MOTION: Councilor Stoner made a motion to **hire Joseph Walker as a part-time firefighter/parame** seconded by Council President Kozina. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Counc Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** Nc

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Abstain: None
Result: Passed
- Hire John Grieve as a firefighter/advanced EMT.
MOTION: Councilor Melnyk made a motion to hire John Grieve as a firefighter/advanced EMT.; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed
- Promote Andrew Belcik to Lieutenant.
MOTION: Councilor Edwards made a motion to promote Andrew Belcik to Lieutenant; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed
- Promote Blaine Bryant to Lieutenant.
MOTION: Councilor Melnyk made a motion to promote Blaine Bryant to Lieutenant; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

CITY ADMINISTRATOR Kevin Laughlin

2024 Year End Zoning Report

City Administrator's Report

TOPIC/ ITEM	DISCUSSION
Roundabout Discussion Authorization	Since 2018, Northwood has studied and pursued grant dollars to construct a roundabout and at the intersection of Woodville and Lemoyne Roads. To date, Northwood has accumulated over \$4 million for the project. In order to initiate the project, City Administration requests authorization to sign ODOT's LPA Agreement, which will essentially greenlight the project and begin Phase 1 - PE/Environmental, which is preliminary design, environmental impact, continued public engagement, and surveying. City Administrator provided a brief presentation on the project history, funding disposition, and future phases (Presentation attached to meeting minutes) of the project along with input from Pat Etchie, from Mannik & Smith, Administration recommends moving forward with the project and authorizing the signing of the LPA Agreement. Further discussion on Councils concerns with vehicles still traveling at a high rate of speed, movement of traffic, crosswalk and cost of the project. <i>Requestion a motion authorizing the City Administrator to sign the LPA Agreement.</i> MOTION: Councilor Melnyk made a motion to authorize the City Administrator to sign the LPA Agreement; seconded by Councilor Huntermark. ROLL CALL: Yes: Councilor Melnyk, Councilor Huntermark, Councilor Barton; No: Councilor Fahrbach, Councilor Edwards, Council President Kozina, Councilor Stoner; Abstain: None Result: Failed

CITY FINANCIAL REPORT(S)

DECEMBER 2024 EXPENDITURES

December bank reconciliation

Dec 2024 revenues expenditures and fund balance reports

MOTION: Councilor Stoner made a motion to acknowledge receipt of the December 2024 Financial Reports; seconded by Council President Kozina. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
VC3	DECEMBER 2024 BILLING	\$10,391.28

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THE MANNIK & SMITH GROUP, WOODVILLE RD IMPROVEMENTS PROJECT INC		\$30,303.61
CIVICA	2025 ANNUAL RENEWAL FINANCE/PAYROLL SOFTWARE & SUPPORT	\$10,607.28
MANNS WOODWARD STUDIOS	NORTHWOOD PUBLIC SAFETY COMPLEX FEASIBILITY STUDY	\$35,100.00
AETNA	EMPLOYEE HEALTHCARE 02/01/25-02/28/25	\$53,495.52
MOTION: Councilor Melnyk made a motion to Approve the List of Expenditures over \$10,000 ; seconded by Councilor Huntermark. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; No: None; Abstain: None Result: Passed		

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

- City Engineer's Report
- 1) The Enclave – Contract A: Contractor is working on finishing the remaining punch list items. The final few trees that have been marked will be planted as the weather permits. They are also working on minor cleanup and landscaping items.
 - 2) Curtice Rd. over I-280 new curb installation and resurfacing: We are finishing plans and will submit to ODOT for approval. Once we receive ODOT approval we will bid the project.
 - 3) Dry Creek Aquatic and Riparian Restoration project: This project is located on Waste Management property and being 100% funded by a US EPA grant. The design-built team has started the design of the improvements. We are in the process of reviewing the 60% plans.
 - 4) We are also getting estimates from the splash pad vender on in the water recycling system and possible well pump system.
 - 5) The Enclave Ditch Enclosure contractor has completed all storm sewer installation and filling the ditch. Needs to complete final grading and seeding once the weather permits.
 - 6) The Lemoyne-Woodville intersection traffic signal. We have inquired with ODOT to get the traffic signals sequenced along Woodville Road and Curtice Road to prevent all the stop and go along these sections of road.
 - 7) We have discussed with ODOT the Williston Rd. (SR 579) and Fostoria Rd. intersection. They are planning to perform a safety study of the intersection which will be completed in the first quarter of next year. The safety study will look at the feasibility of installing a roundabout at the intersection to slow down the traffic going through the intersection.
 - 8) We have begun the topographic survey of W. Andrus Rd. resurfacing project. Planning to bid late winter or early spring of this year.
 - 9) We have begun the topographic survey of Wolf Creek Ct. storm sewer and pavement project. Planning to bid late winter or early summer of this year.

NEW BUSINESS

NA

OLD BUSINESS

NA

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

NA

EXECUTIVE SESSION

MOTION: Council President Kozina made a motion **to enter into executive session with Mayor, Council and City Administrator to discuss collective bargaining**; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
Result: Passed 7:38PM

The meeting was called back to order at and the roll was called by Council Clerk Popovitch. Those in attendance were as follows: Mayor Schimmel, Council President Kozina, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, , Councilor Stoner City Administrator Kevin Laughlin, and City Attorney Dave Kuhn.
No Action Taken.

ADJOURNMENT

07:50 PM

ATTEST: _____
Council Clerk

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APPROVED: _____
Mayor