

February 13, 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 February 13, 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, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Dave Kuhn.

APPROVAL OF MINUTES

January 23, 2025 Regular City Council Meeting Minutes

MOTION: Councilor Stoner 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

PRESENTATION

PUBLIC COMMENT

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton

No report.

Finance Councilor Louis Fahrbach - Meeting on February 13 @ 6PM

Meeting held on 2/13 at 6pm.
Topics/Discussion
1. Review of the 2024 revenue and expenditures. Looked at a couple of different areas of things that we were lacking and areas we had growth in.
2. Community Center. Discussed the current financial projections and positive membership growth.
3. Contractual healthcare percentages for current employees.
Items 2 & 3 were recommended to send to the Committee of the Whole for discussion.

Recreation Board Councilor Jim Barton

Meeting scheduled for February 12th was canceled due to weather. Next meeting will be in March.

Safety Councilor Mark Stoner

No report.

Tree Commission Councilor Michael Melnyk

No report.

Service Councilor Dean Edwards - Next meeting February 13 @ 6:30PM

Meeting held on 2/13 at 6:30pm
Topics/Discussion
1. Purchase of a cab for the snowblower
MOTION: Councilor Edwards made a motion to **Approve the purchase of a Ventrac cab for \$10,488.10**; 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
2. Purchase of a John Deere Tractor
MOTION: Councilor Edwards made a motion to **Approve the purchase of a John Deere Tractor for \$52,287.24** ; 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

Parks, Rec & NCC Councilor Pat Huntermark - Next meeting February 13 @ 6:45PM

Meeting held on 2/13 at 6:45pm.
Topics/Discussion
1. Rule change to allow strollers on the walking track. Committee agreed to change the rules to allow strollers

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during approved hours
2. Sunday hours at the NCC. Discussed opening the NCC on Sundays for 5 hours for a 2 month trial period to see if it helps generate more memberships.
MOTION: Councilor Huntermark made a motion to **open the NCC on Sundays for 5 hours for a 2 month trial period**; seconded by Councilor Barton.
Councilor Fahrbach expressed concerns about opening the NCC on Sundays, regarding the need for police and fire personnel to respond to calls and the potential challenge of reducing hours if the trial period doesn't work. He also questioned whether there is a real demand for Sunday hours. Councilor Melnyk asked for clarification on the specific Sunday hours. Councilor Huntermark mentioned that while draft hours exist, nothing is finalized yet. Councilor Stoner inquired about the need for additional staff, and Pat McGaharan, the Recreation Director, assured that no extra help would be necessary and that Sunday hours wouldn't lead to overtime. Councilor Barton supported the idea, stating that he likes the approach of trying something new to see how it works.

ROLL CALL: **Yes:** Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** Councilor Fahrbach; **Abstain:** None
Result: Passed

Committee of the Whole Council President
Next Meeting: March 13th at 6:30pm

CEREMONIAL ITEMS

NEW RESOLUTION

RESOLUTION 2025-01 A RESOLUTION OF THE CITY OF NORTHWOOD OHIO, SUPPORTING THE OHIO COMMISSION FOR THE UNITED STATES SEMIQUINCENTENNIAL (AMERICA250-OH); AND DECLARING AN EMERGENCY
1st Reading - Kozina

RESOLUTION 2025-02 A RESOLUTION REGARDING ALLOCATION OF FUNDS FOR NORTHWOOD TRANSPORTATION PROJECTS.
1st Reading - Kozina

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2025-04 AN ORDINANCE TO AMEND THE OFFICIAL STREET NAME LIST BY CHANGING THE NAME OF DALLING ROAD TO DALLING DRIVE.
1st Reading - Kozina
Council President Kozina asked why we are amending the road name? City Admininstrator Laughlin stated the newly platted portions are Dalling Drive and the older sections are Dalling Road so the thought was to keep the name consistent so there isn't confusion. Council President Kozina asked if letters will be sent to everyone who lives on Dalling; City Administrator Laughlin stated yes.

PENDING LEGISLATON

ORDINANCE 2025-02 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2024 OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.
2nd 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.
2nd Reading - Edwards

MAYOR Mayor Schimmel

Mayor's Report
ADMINISTRATION:
Recommendation to re-appoint Nilgun Sezginis to the Wood County Board of Health.
MOTION: Council President Kozina made a motion to **re-appoint Nilgun Sezginis to the Wood County Bo of Health**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Council Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Council Stoner; **No:** None; **Abstain:** None
Result: Passed
FIRE:
Chief Whitmore presented the recommendation to hire the following for full-time positions on the Northw Fire Depratment:
* Todd Walters - Firefighter/Paramedic. Todd will be a lateral hire with 20 years of experience as a full-ti firefighter. He is currently employed at Sylvania Township, where he will remain working.

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MOTION: Councilor Stoner made a motion to **appoint Todd Walters as a full time Firefighter/Paramedic** 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

* Jose Pagan - Firefighter/EMT. Jose is currently working part-time for Danbury Township
MOTION: Council President Kozina made a motion to **to appoint Jose Pagan as a full time Firefighter/EMT** 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

* William Cook - Firefighter/EMT. Will currently works full-time at Kuka/Jeep and part-time for L Township.
MOTION: Councilor Stoner made a motion to **to appoint William Cook as a full time Firefighter/EMT** 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

Mayor Schimmel asked Council to reconsider or to revoke the motion turning down the authority of the City Administrator to sign the ODOT LPA Agreement for the Roundabout. He stated on 8/29/24 the City Administrator laid out the funding for the project, grant awards, and was given authority to move forward with a 7-0 vote. Mayor Schimmel further stated that the project has already received multiple approvals and votes in favor of moving forward, so he is struggling to understand why this next step in the project is being questioned. He emphasized the urgency of starting the project before the end of March, as ODOT has given a timeline for acquiring the necessary right of way. Mayor Schimmel stressed the importance of maintaining a positive relationship with TMACOG and ODOT, as backing out of this project will negatively affect the city's chances of securing future grant funding. Furthermore, he stated that the city has been talking about retiming the lights on Woodville road to keep traffic flowing for the last 20 years and it still hasn't worked out. Mayor Schimmel stated that if the city wasn't going to move forward on the project, it should have been killed several years ago before investing significant effort, money and time to get to this point. Lastly, he asked council to consider at least revoking the prior vote and discussing it again or just rescinding it altogether.

Councilor Edwards argued that the prior votes for the project were before council understood the financing and prior to the end of 2024 when the city's financial situation became more clear. He stated that with the shortages he is concerned with where the money for this project would come from. Mayor Schimmel responded stating it is a 2028 project and would be spread over several years. Councilor Edwards stated we are out several years on a number of project and at what point does the city look at these projects and decide it isn't a wise financial move at the time.

Council President Kozina stated he agrees with Councilor Edwards and thinks Resolution 2025-02 is a great idea, especially after seeing the Wales Road study. Councilor Fahrbach shared similar opinions, stating he understands the agencies are going to be disappointed with the city, but on the other hand, the project is 1.5M out of pocket and believes there is not a lot of residential support. Mayor Schimmel disagreed, stating everyone he has talked to is in favor of the project. Councilor Stoner stated he agreed with Edwards, Kozina and Fahrbach.

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

TOPIC/ ITEM	DISCUSSION
Wales Road Corridor Study <i>See attachments</i>	City has worked with Tetra Tech to develop a corridor study for Wales Road, which will foster economic development and position the City for seeking grant and aid dollars for future projects.

The city of Northwood, in collaboration with Tetra Tech, started working last year to identify key infrastructure projects along Wales Road that are crucial for economic development. The focus is on improving the route between I-280 and I-75, which is vital for industries such as warehousing, logistics, and manufacturing. The goal is to reduce traffic congestion and improve connectivity, making the area more attractive to potential employers.

The projects identified include addressing traffic backups at the four-way stop at Tracy and Wales Road, straightening Wales Road between Tracy and East Broadway, adding a third overpass on Wales Road, and making improvements at the Oregon and Wales Road intersection, and potential entrance improvements if a nearby development project moves forward.While these are preliminary ideas and not detailed designs, the purpose is to have a starting point for future grant applications.

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		The corridor study helps outline important projects for the city, laying the groundwork for pursuing funding opportunities in the future.
America Grant	250	Resolution 2025-01, which will receive its first reading this evening, provides for a grant of up to \$5,000 to help Northwood commemorate the US' 250 Anniversary. In addition to the grant opportunity, Northwood will receive other resources from the America 250 - Ohio Chapter.
Motion to accept ERR Agreement for CHIP (attached)		Motion to accept the Environmental Review Record Agreement is part of moving forward with Wood County's CHIP Grant. Each of the participating communities (Northwood, Rossford, and Bowling Green) must accept the findings of the ERR and implement them. The agreement has been provided in your Council Packets. <i>Recommend motion to accept the attached ERR Agreement and authorize the City Administrator to sign the ERR Agreement.</i> MOTION: Councilor Huntermark made a motion to authroize the City Administrator to accept and sign the ERR Agreement ; seconded by Councilor Melnyk. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Councilor Stoner; No: None; Abstain: Council President Randy Kozina Result: Passed
Comprehensive Plan Meeting		Next meeting is scheduled for February 27, 2025, at 3:00 PM. Encourage attendance and participation
Miller Diversified Listing Agreement Extension		Administration is currently in negotiations with a potential buyer for the commercial acreage located at the Enclave. Negotiations have taken longer to come to fruition, but we are nearing a proposed agreement. Concurrently, our previous 90-day extension of our Listing Agreement with Miller Diversified lapsed February 7, 2025. To continue and complete negotiations, we will need to extend the List Agreement with Miller Diversified an additional 90 Days to May 1, 2025. Administration expects a final, proposed agreement to be brought to City Council for approval in the next few weeks. <i>Recommend a motion to extend the Miller Diversified Listing Agreement to May 1, 2025.</i> MOTION: Councilor Stoner made a motion to extend the Miller Diversified Listing Agreement to May 1, 2025; 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 FINANCIAL REPORT(S)

JANUARY 2025 EXPENDITURES REPORT

JANUARY BANK RECONCILIATION

JANUARY FINANCIAL REPORTS

MOTION: Council President Kozina made a motion to **acknowledge the receipt of the January Financial Reports** ; 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

2025 SUPER BLANKET PURCHASE ORDERS

MOTION: Councilor Stoner made a motion to **approve the 2025 super blanket POs**; 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	JANUARY 2025 MONTHLY BILLING	\$10,327.10

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DAVEY RESOURCE GROUP	NATURE TRAILS STREAM RESTORATION- JANUARY 2025 BILLING	\$10,047.33
DAVEY RESOURCE GROUP	WM DRY CREEK RESTORATION- JANUARY 2025 BILLING	\$16,050.00
FENSON CONTRACTING	THE ENCLAVE DITCH ENCLOSURE PHASE 1	\$135,711.09
ZOLL MEDICAL CORPORATION	ANNUAL SERVICE AGREEMENT- CARDIAC MONITORS & AUTO-PULSE	\$10,198.00

MOTION: Councilor Stoner 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

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

No report.

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

- 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 have completed the review of the 60% plans. Project should start spring of 2025.
- 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 Woodville Rd.
- 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. We are also going to have ODOT look at the Bradner Rd. and Williston Rd. intersection to see if additional safety features are warranted.
- 8) We are finalizing the topographic survey of W. Andrus Rd. resurfacing project. Planning to bid late winter or early spring of this year.
- 9) We have finished topographic survey of Wolf Creek Ct. storm sewer and pavement project and are beginning design phase. Planning to bid late winter or early summer of this year.

NEW BUSINESS

Councilor Melnyk stated he recently had a conversation with a committee member working on the comprehensive plan, during which the issue of the mobile home parks on the west side of town was raised. These parks have been in the community for over 60 years, but they are not properly zoned for mobile home use. Specifically, Northwood Estates is zoned M-1 (light industrial), and East Lane Mobile Park is zoned commercial.

Councilor Melnyk suggested it would be a good idea to refer this matter to the planning commission for further review and consideration.

MOTION: Councilor Melnyk made a motion to **refer the Mobile Home Park Zoning to the Planning Commission for review and consideration**; 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

City Administrator stated that Mark Kurfess is requesting a change to his agreement with the city, specifically Lot 15 at the corner East Plaza and Dalling. He has a potential buyer and the current agreement states that he has to be the one to build on the lots. City Attorney Ballenger stated there were initial concerns about him splitting the lots and selling them, so in the deed restriction the city added that he needed city approval before selling. Council President Kozina stated that the city sold Kurfess those lots really cheap and if he is going to make a big profit off of them, the city should get everything over what he paid for the lot, otherwise there is no upside.

Councilor Edwards stated the city should begin looking into how the 3 new full-time firefighters are going to be funded after the 3 year grant funding for those positions runs out. Mayor Schimmel agreed and suggested discussing at Committee of the Whole.

OLD BUSINESS

Mayor Schimmel addressed the members of Block Watch in the audience, stating that not all members of council can attend the meeting scheduled for the following Wednesday as it would be a violation of meeting rules. He stated they will have to decide which members are going to attend and wanted to avoid any frustration when all members did not show up.

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Audrey Caligiuri, of Block Watch, shared a list of upcoming events for council and the Mayor. She stated the Block Watch meeting invitation was an opportunity for residents to meet their elected officials but understands not everyone will be able to attend. Additionally, she shared her support for the community center and suggested monitoring the finances without taking things away from the residents.

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

EXECUTIVE SESSION

MOTION: Council President Kozina made a motion to **enter into Executive Session at 7:42 PM to discuss hiring and firing of a public employee with Mayor, Council, City Administrator and City Attorney;** 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

The meeting was called back to order at 7:51 PM and the roll was called by Council Clerk Popovitch. Those in attendance were as follows: Mayor Schimmel, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Attorney Dave Kuhn.

No action taken.

ADJOURNMENT

07:52 PM

ATTEST:

Council Clerk

APPROVED:

Mayor