



REGULAR CITY COUNCIL MEETING

Thursday, April 10, 2025 at 7:00 PM

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

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

Members of City Council

Randy Kozina, Council President

Dean Edwards

Jim Barton

Louis Fahrbach

Pat Huntermark

Mark Stoner

Michael Melnyk

CALL TO ORDER:

PLEDGE OF ALLEGIANCE: *Mayor Schimmel*

ROLL CALL:

APPROVAL OF MINUTES:

- March 27, 2025 Regular City Council Meeting Minutes

PRESENTATION:

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Councilor Jim Barton*

Finance ~ *Councilor Louis Fahrbach*

Recreation Board ~ *Councilor Jim Barton*

Safety ~ *Councilor Mark Stoner - Meeting On 4/10/25 @ 6:20PM*

Tree Commission ~ *Councilor Michael Melnyk*

Service ~ *Councilor Dean Edwards - Meeting On 4/10/25 @ 6:30PM*

Parks, Rec & NCC ~ *Councilor Pat Huntermark*

Committee Of The Whole ~ *Council President Kozina*

CEREMONIAL ITEMS:

- Arbor Day Proclamation

NEW RESOLUTION:

PENDING RESOLUTION:

NEW LEGISLATION:

ORDINANCE 2025-08 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION’S (ODOT) ANNUAL ROAD SALT BID; AND DECLARING AN EMERGENCY. *1st Reading.*

ORDINANCE 2025-09 AN ORDINANCE ACCEPTING ALL GRANT FUNDS FOR THE WOODVILLE ROAD AND LEMOYNE ROAD ROUNDABOUT PROJECT AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ALL NECESSARY AGREEMENTS IN RELATION TO THE PROJECT; AND DECLARING AN EMERGENCY. *1st Reading.*

PENDING LEGISLATION:

ORDINANCE 2025-07 AN ORDINANCE AMENDING SECTION 208.06 OF THE NORTHWOOD CODIFIED ORDINANCES

TITLED FEES IN THE PLANNING AND ZONING CODE. *3rd Reading.*

MAYOR: *Mayor Schimmel*

- Mayor's Report

CITY ADMINISTRATOR: *Kevin Laughlin*

- City Administrator's Report

CITY FINANCIAL REPORT(S)

- MARCH EXPENDITURES REPORT
- MARCH BANK RECONCILIATION
- MARCH MONTH END FINANCIALS

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
D.R. EBEL	(4) PANASONIC TOUGHBOOKS FOR PD CARS WITH PROTECTION PLUS WARRANTY	\$18,559.96
DAVEY RESOURCE GROUP	WM DRY CREEK RESTORATION	\$30,199.50
VC3 INC	MARCH MONTHLY BILLING	\$10,946.84

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

CITY ENGINEER’S REPORT/DISCUSSION: *Dave Kuhn*

NEW BUSINESS:

OLD BUSINESS:

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

March 27, 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 March 27, 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 Barton, Council President Kozina, Councilor Stoner City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Dave Kuhn.

MOTION: Councilor Edwards made a motion to **excuse Councilor Huntermark**; seconded by Councilor Melnyk.

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

Result: Passed

APPROVAL OF MINUTES

March 13, 2025 Regular Council meeting minutes.

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

Result: Passed

PRESENTATION

PUBLIC COMMENT

1. Linda Alvarado-Arce 6847 Morning Dew Blvd, Maumee - spoke on behalf of FLOC, Farm Labor Organizing Committee, with a message from the president of the organization urging council to vote against resolution 2025-03 stating it contributes to the existing negative narrative from top ICE and Boarder Patrol officials and further deepens division among local law enforcement and honorable members of our local community. There are already laws in place where immigrants and native citizens can be detained for serious criminal activity. The letter went on to state that more troublesome is Section 2. which can be translated as "spying on your neighbor" without specifying what kind of information to share, and a list of additional consequences, including: financial obligations for training, potential lawsuits from false arrests with reference to 2019 raid near Sandusky Ohio. The letter recommended council consider endorsing FLOC's current call for meaningful immigration reform (document attached to meeting minutes).

2. Susan Kuehn of Toledo - Stated she is co-chair of Northwest Ohio Peace Coalition and a member of Ohio Immigrant Alliance. Requested council vote "no" on Resolution 2025-03. She stated that Section 1. is the most concerning part of the Resolution because it uses the strongest language, and she interprets it as making it mandatory to share information and honor detainer requests. She stated continued concern that adoption of the resolution would directly result in a green light for the city to enter into a 287G agreement with ICE which delegates local police officers federal authority to carry out certain immigration enforcement activity. Furthermore, she stated, these agreements have a history of eroding public safety, imposing heavy financial burdens on localities and leading to civil rights violations. She shared two studies on ICE detainers with council electronically and referenced Section 3. of the Resolution, detainer requests, stating there are important facts regarding ICE detainers that ICE neglects to mention including: ICE detainer requests have no legal requirement for local police departments to comply and no legal consequences for them not to comply. The federal government has no legal right to force the department to hold anyone beyond the time they are eligible to release from state or local custody. ICE detainers are not a warrant. ICE issuing a detainer request does not mean the individual is actually a non-citizen subject to deportation. Holding people at the request of ICE is expensive for local communities. Additionally, she cited the potential crippling effects of cooperation with ICE on community and local policing.

3. Josie S. 918 Cleveland Ave. Fremont - She stated she is a member of Northwest Ohio Peace Coalition and on the organizing team of People for Peace and Justice Sandusky Co. Referenced a video of an ICE arrest of a graduate student, Rumeysa Ozturk, at Tufts University, which showed ICE agents surrounding her on the street and pulling up masks on their faces before approaching her. Josie questioned the reason the agents felt the need to have a mask if the work they were doing was such a good thing. She shared concerns over the potential for local law enforcement to be involved in something that needs masks and the practice spreading to other communities in NW Ohio.

4. Cody Dunbar 175 W. Andrus - Stated a year ago, he looked up the Northwood Ordinance on raising chickens and checked with neighbors before getting chickens, and recently someone called the police and filed a complaint. He stated he did not know it was a criminal ordinance. Cody stated he started a petition and received 100 signatures to request city council review and change the ordinance to allow people with shorter distances from property lines with permission from neighbors to have chickens. He referenced neighboring communities like

March 27, 2025

Toledo, allowing up to 6 chickens and requested the city look into modifying the current restrictions. A copy of the petition and signatures will be attached to the meeting minutes.

5. Gary Dunbar 3929 Eisenhower, Northwood - Requested council pass Resolution 2025-03 stated Northwood is a safe city and would like it to remain a safe city.

FLOC Letter

COMMUNICATIONS

None.

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton - Meeting on 3/27/25 @ 6PM

Meeting held at 6PM. Glenn gave a progress report of projects in the City. Reviewed the TIRC report and Dalling estimates for the TID grant application. There was a recommendation from the Economic Development committee to authorize the City Administrator to apply for the TID grant for Dalling Drive.

MOTION: Councilor Melnyk made a motion to **authorize the City Administrator to apply for the TID grant ;** seconded by Councilor Barton. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

Result: Passed

Lastly it was noted that Jeep Federal Credit Union closed on the property at the Enclave today, 3/27.

Finance Councilor Louis Fahrbach

No Report.

Recreation Board Councilor Jim Barton

No Report.

Safety Councilor Mark Stoner

No Report.

Tree Commission Councilor Michael Melnyk

Meeting held on 3/18. Set the date for the Arbor Day celebration for Friday, April 25th at noon at the NCC near the splash pad, rain date of May 2nd. The Service Director brought attention to 4 oak trees planted in close proximity to the front of the NCC. They are not a problem now but could be in the future, so they will need to be moved. Additionally, there are 4 trees on the west side of the building near the patio that were recommended to move out by the bridge near the entrance of the Enclave. The City Engineer is going to follow up with the landscaper about the location/relocation of the trees before the city moves any of them. In the development stages of starting a memorial tree program. Discussed coordinating with the school or scout programs to help the city with different projects which would help the city get credit towards the growth award.

Service Councilor Dean Edwards

No Report. Next Meeting: April 10th at 6:30PM to discuss:

- Chicken Ordinance
- Street Department PT\Seasonal help
- Brentwood Basketball Court and Hoops
- Road Paving Projects (Anderson, Oregon & Tracy in coordination with NWWSD project)

Parks, Rec & NCC Councilor Pat Huntermark

No Report.

Committee of the Whole Council President Kozina

No Report.

CEREMONIAL ITEMS

Proclamation - Treu House of Munch

Mayor Schimmel read proclamation honoring Treu House of Munch for 150 years in business.

NEW RESOLUTION

PENDING RESOLUTION

RESOLUTION 2025-03 A RESOLUTION AUTHORIZING THE CITY OF NORTHWOOD TO COOPERATE WITH U.S. IMMIGRATION AND CUSTOMS ENFORCEMENT (ICE) AND ESTABLISHING GUIDELINES FOR SUCH COOPERATION.

Councilor Fahrbach made a motion to move on final adoption raised a point of order. Councilor Fahrbach addressed a couple of statements made throughout the last couple of weeks stating this Resolution is not an administrative directive, it's a policy statement affirming the city's support for cooperating with ICE. He stated this is exactly the kind of empowerment city council is directed and in his opinion, obligated to take. There was a question as to whether this is in the realm of council authority and section 3.10 gives council the authority.

March 27, 2025

Councilor Fahrbach stated council action is essential because leadership changes and will change; right now we do fully cooperate with federal and state law enforcement but without a resolution in place, nothing prevents future leadership from shifting away from ICE cooperation. Lastly, he stated resolution 2025-03 ensures Northwood's policy is codified, public and enduring.

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

Result: *3/3 tie; Mayor Schimmel voted as tiebreaker*

Mayor Schimmel, no

Motion Failed

NEW LEGISLATION

PENDING LEGISLATON

ORDINANCE 2025-07 AN ORDINANCE AMENDING SECTION 208.06 OF THE NORTHWOOD CODIFIED ORDINANCES TITLED FEES IN THE PLANNING AND ZONING CODE.

2nd Reading - Kozina

ORDINANCE 2025-06 AN ORDINANCE APPROVING THE JOB DESCRIPTION FOR A LEGAL SECRETARY/RECEPTIONIST; AND DECLARING AN EMERGENCY.

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

MOTION: Council President Kozina made a motion to **Adopt as Amended** ; seconded by Councilor Melnyk.**ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Melnyk, Council President Kozina, Councilor Stoner; **No:** Councilor Edwards, Councilor Barton; **Abstain:** None

Result: *Passed*

MAYOR Mayor Schimmel

No Report.

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

TOPIC/ ITEM	DISCUSSION
Set Public Hearing for recommended Zoning amendments.	At their March 10, 2025 meeting, the City Planning Commission made the following recommendations for Council consideration. Zoning Text Amendments: Add "Substantially Alter" to the list of definitions in 1240.06, Part 12 Planning & Zoning, Title 4 – Zoning Modify the definition of "Manufactured Home Park" in 1240.06 (114) Add to limitations and Development standards in Chapter 1270 MHP Manufactured Home Park District Update the Zoning map and Re-zone the City’s two existing Mobile Home Parks to MHP, Manufactured Home Park District to eliminate the non-conforming land use.
	Addresses/Parcels to be re-zone include: 1905 Tracy Road (parcel M50-812-300000014000), and 0 Andrus Road (parcels M50-812-300000013000 and M50-812-300000011000, vacant parcel of land East of Oak St.). 550 East Florence Avenue (parcel M50-812-300000007000) and 0 Andrus Road, (parcel M50-812-300000006001).
	Request a motion to set a Public Hearing for the recommended Zoning amendments on April 24, 2025 at 7pm in the Council Chambers MOTION: Council President Kozina made a motion to Set a Public Hearing for the reccomended Zoning amendments for April 25, 2025 at 7pm in the Council Chambers ; seconded by Councilor Stoner. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Barton, Council President Kozina, Councilor Stoner; No: None; Abstain: None Result: <i>Passed</i>
Recommendations for Service Committee Meeting	Request to schedule a meeting for April 10th to discuss the following items: - Chicken Ordinance - Street Department PT\Seasonal help - Brentwood Basketball Court and Hoops Meeting Scheduled for April 10 at 6:30PM

March 27, 2025

Replacing 2025 repaving project in coordination with NWWSD water main replacement project

Recommendation to postpone repaving of Anderson Street to 2026 and perform work on Oregon Road and Tracy Road in conjunction with NWWSD.

- NWWSD will be doing a waterline replacement and has committed to replacement paving of sections removed as part of the project.
- Working with NWWSD we can completely repave Oregon Road from Wales Road to W. Andrus Road, and Tracy Road from McNerney Drive to Wales Road for \$113,263.50.
- Anderson Street estimate was for \$195,300.00, which saves Northwood \$80,000.00.

Mayor Schimmel asked council to consider NOT bumping Anderson since it would continue postponing projects down the line. Councilor Kozina asked about installing a sidewalk on one side of Oregon rd.

Topic is going to be discussed at the Service Committee.

Lot 15 at the corner of East Plaza, owned by Kurfess

Mark Kurfess approached the city requesting permission to sell Lot 15 to a potential buyer who is a home builder that would be building his own house. The city would need to release the deed restriction. There was discussion regarding the sale price of the lots sold to Mr. Kurfess vs what he would be selling the lot for now. Mr. Kurfess was in attendance and came to the podium to speak.

1. Mark Kurfess 10220 Brint Road Sylvania - Developer of the land on East Plaza. The lot in reference is lot 15. Mr. Kurfess stated a house is going to be built on the property, the only difference is the buyer is going to build the house. Mr. Kurfess stated he is involved as a consultant and the end result will be the same. The potential buyer, Brian from Rise and Shine Builders, spoke and stated has been in the home-building business since 1996 and plans to build the house for himself. He expects the project to be completed in 6 months. Mayor Schimmel asked about the two other empty lots. Mr. Kurfess explained that two homes are currently for sale, and as soon as one sells, he will begin building on one of those lots, just as he has done with previous homes; with the exception of the lot that was previously released by the city. There were concerns raised by Councilors Fahrbach and Kozina about Kurfess potentially profiting too much from the sale of the land, given that he had originally purchased the lots at a good price. Kurfess clarified that he wasn't trying to take advantage of the city and outlined that he had significant costs, including a \$17,500 obligation, closing costs, and other fees. He estimated he would make around \$18,000 on the sale of Lot 15, with the sale price set at \$39,900.

MOTION: Councilor Edwards made a motion to **release the requirement from the deed restriction on lot 15 at the corner of East Plaza** ; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None

Result: Passed

CITY FINANCIAL REPORT(S)

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
INTELLITECH CORPORATION	ALERT PRODUCT SOFTWARE- CAD/RMS	\$21,042.90
AETNA	APRIL 2025 EMPLOYEE HEALTHCARE	\$75,363.79

MOTION: Councilor Stoner made a motion to **approve**; seconded by Council President Kozina. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, 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 one final punch list items. The final few trees that have been marked will be planted as the weather permits.
- 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. We are waiting for a 100% plan submittal. 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. We are also working at throttling down the water usage on the splash pad to save water usage.
- 5) The Enclave Ditch Enclosure contractor has completed all storm sewer installation and filling the ditch. The

March 27, 2025

contractor will begin final grading and seeding in the next few weeks as the weather permits.

6) ODOT is working to get the traffic signals sequenced along Woodville Road and Curtice Road to prevent all the stop and go along Woodville Rd.

7) ODOT has completed the safety study and recommended a roundabout be installed at the intersection at the Fostoria Rd. and Williston Rd. (SR 579) intersection. ODOT will be in the near future applying for grant funds for construction. This project will be 100% funded by ODOT. ODOT will also perform a safety study later this year at the Bradner Rd. and Williston Rd. intersection to see what additional safety features are warranted.

8) We have finished the topographic survey of W. Andrus Rd. resurfacing project. We are beginning design of the improvements. Planning to bid by the end of April.

9) We have finished the topographic survey of Wolf Creek Ct. storm sewer and pavement project and are beginning design phase. Planning to bid by end of April.

Councilor Stoner pointed out cracked concrete near the entrance of the NCC. The Recreation Director has already notified Lahrop and they are looking into it.

NEW BUSINESS

None.

OLD BUSINESS

Councilor Fahrbach brought up Resolution 2025-03 to share an important point that was not included in his statement earlier; He shared that the police chief did endorse the resolution and asked if there was a reconsideration now knowing that information. No motions were made to reconsider.

Mayor Schimmel requested reconsideration of a prior resolution regarding the Woodville/Lemoyne roundabout. He explained that council had passed a motion to apply for \$500,000 in TID grant funding to extend Dalling Road, and if approved at the county level, it would still need to go through ODOT again. Since the city did not sign the LPA agreement for the roundabout, it could negatively impact the city's chances of securing the grant. Mayor Schimmel highlighted that not proceeding with the roundabout project would put the city at a disadvantage for future grant applications, as TMACOG, which controls transportation project funding, would view the decision unfavorably. He also noted that both the school board (which voted 5-0 in support) and city department heads had voiced their backing for the roundabout. In conclusion, Mayor Schimmel emphasized that if the city loses out on the \$500,000 in TID funds due to not following through with the roundabout project, the city would have to find those funds elsewhere. He asked council to reconsider a resolution to enter into the LPA agreement with ODOT and noted that if it is not passed at this meeting the money is going back to the next round of projects. No action taken.

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

EXECUTIVE SESSION

NA

ADJOURNMENT

08:08 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor



OFFICIAL PROCLAMATION

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, _____, Mayor of the City of _____, do hereby proclaim _____ as **ARBOR DAY**

In the City of _____, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS _____ day of _____, _____

Mayor _____

ORDINANCE 2025-08 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO ENTER INTO AN AGREEMENT TO PARTICIPATE IN THE OHIO DEPARTMENT OF TRANSPORTATION’S (ODOT) ANNUAL ROAD SALT BID; AND DECLARING AN EMERGENCY.

WHEREAS, Section 5513 (B) of the Ohio Revised Code provides the opportunity for Political Subdivisions including Counties, Townships, Municipal Corporations, Port Authorities, Regional Transit Authorities, State Colleges/Universities and County Transit Boards and others to participate in contracts of the Ohio Department of Transportation for the purchase of machinery, material, supplies, or other articles; and,

WHEREAS, the City of Northwood, Ohio is desirous of making use of this program for the purchase road salt; and,

WHEREAS, the City of Northwood estimates that it will need approximately ____ tons of road salt for the 2025-2026 winter season.

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

SECTION 1. That the City Administrator is hereby authorized to sign the attached agreement authorizing participation in the ODOT Road Salt Contracts Awarded in 2025.

STOCKPILE LOCATIONS (Estimated*)	STOCKPILE CAPACITY	TONS REQUIRED
6000 Wales Road Northwood, Ohio 43619	1000 Tons	____Tons

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

SECTION . This Ordinance is hereby declared an emergency measure because the deadline to submit the electronic form and signed Ordinance is Friday, May 2, 2025 and therefore necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules:	For:____ Against:____ Abstain:____
Vote on emergency clause:	For:____ Against:____ Abstain:____
Vote on final adoption:	For:____ Against:____ Abstain:____

Adopted this ____ day of _____, 2025.
Effective: _____, 2025.

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

**AUTHORIZING PARTICIPATION
IN THE ODOT ROAD SALT CONTRACTS AWARDED IN 2025**

WHEREAS, The City of Northwood (hereinafter referred to as the “Political Subdivision”) hereby submits this written agreement to participate in the Ohio Department of Transportation’s (ODOT) annual road salt bid in accordance with Ohio Revised Code 5513.01(B) and hereby agrees to all of the following terms and conditions in its participation of the ODOT road salt contract:

- a. The Political Subdivision hereby agrees to be bound by all terms and conditions established by ODOT in the road salt contract and acknowledges that upon award of the contract by the Director of ODOT it shall be bound by all such terms and conditions included in the contract; and
- b. The Political Subdivision hereby acknowledges that upon the Director of ODOT’s signing of the road salt contract, it shall effectively form a contract between the awarded salt supplier and the Political Subdivision; and
- c. The Political Subdivision agrees to be solely responsible for resolving all claims or disputes arising out of its participation in the ODOT road salt contract and agrees that each party hereto shall be responsible for liability associated with that party’s own errors, actions, and failures to act.
- d. The Political Subdivision’s electronic order for Sodium Chloride (Road Salt) will be the amount the Political Subdivision agrees to purchase from its awarded salt supplier at the delivered bid price per ton awarded by the Director of ODOT; and
- e. The Political Subdivision hereby agrees to purchase a minimum of 85% of its electronically **submitted** salt quantities from its awarded salt supplier during the contract’s effective period; and
- f. The Political Subdivision hereby agrees to place orders with and directly pay the awarded salt supplier on a net 30 basis for all road salt it receives pursuant to ODOT salt contract; and
- g. The Political Subdivision acknowledges that should it wish to rescind this participation agreement it will do so by written, emailed request by no later than Friday, May 2, **by 5:00 p.m.** The written, emailed request to rescind this participation agreement must be received by the ODOT Office of Contract Sales, Purchasing Section email: Contracts.Purchasing@dot.ohio.gov by the deadline. The Department, upon receipt, will respond that it has received the request and that it has effectively removed the Political Subdivision’s participation request. Furthermore, it is the sole responsibility of the Political Subdivision to ensure ODOT has received this participation agreement as well as the receipt of any request to rescind this participation agreement. The Department shall not be held responsible or liable for failure to receive a Political Subdivision’s participation agreement and/or a Political Subdivision’s request to rescind its participation agreement.

NOW, THEREFORE, be it ordained by the following authorized person(s) that this participation agreement for the ODOT road salt contract is hereby approved, funding has been authorized, and the Political Subdivision agrees to the above terms and conditions regarding participation on the ODOT salt contract:

	(Authorized Signature)		Approval Date
	(Authorized Signature)		Approval Date
	(Authorized Signature)		Approval Date
	(Authorized Signature)		Approval Date
	(Authorized Signature)		Approval Date

THIS RESOLUTION MUST BE UPLOADED TO THE SALT PARTICIPATION WEBSITE BY NO LATER THAN MAY 2, 2025.

PLEASE NOTE: THE DEPARTMENT WILL NOT ACCEPT TYPED SIGNATURES. PARTICIPATION AGREEMENTS SUBMITTED WITH TYPED SIGNATURES WILL BE INVALID AND INELIGIBLE FOR APPROVAL. YOU CANNOT SUBMIT A WORD DOCUMENT VERSION OF THIS PARTICIPATION AGREEMENT. NO EXCEPTIONS.

ORDINANCE 2025-09 AN ORDINANCE ACCEPTING ALL GRANT FUNDS FOR THE WOODVILLE ROAD AND LEMOYNE ROAD ROUNDABOUT PROJECT AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE ALL NECESSARY AGREEMENTS IN RELATION TO THE PROJECT; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Northwood has been awarded funds through the Congestion Mitigation and Air Quality Improvement (CMAQ) program, the U.S. Department of Transportation, the Ohio Department of Transportation (ODOT), and the Toledo Metropolitan Area Council of Governments (TMACOG) for infrastructure improvements; and

WHEREAS, In 2023, Northwood received a CMAQ grant of \$576,800 to support the construction of a roundabout project aimed at reducing traffic congestion and improving air quality; and

WHEREAS, In July 2024, an additional \$2,990,000 was awarded through the CMAQ program to further support the construction of this initiative; and

WHEREAS, In October 2024, a Formal Safety Grant from ODOT in the amount of \$500,000 was awarded for any phase of construction; and

WHEREAS, It is the desire of the City Council to accept said grant funding for the roundabout project.

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

SECTION 1. The City of Northwood hereby accepts all grant funds (CMAQ and ODOT) in relation to the roundabout project at Woodville Road and Lemoyne Road.

SECTION 2. The City Administrator is hereby authorized to execute any necessary documents in order to complete the acceptance of the grant funds and move forward with the project.

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

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

Vote to suspend rules:	For:___ Against:___ Abstain:___
Vote on emergency clause:	For:___ Against:___ Abstain:___
Vote on final adoption:	For:___ Against:___ Abstain:___

Adopted this ____ day of _____, 2025.

Effective: _____, 2025.

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

ORDINANCE 2025-07 AN ORDINANCE AMENDING SECTION 208.06 OF THE NORTHWOOD CODIFIED ORDINANCES TITLED FEES IN THE PLANNING AND ZONING CODE.

WHEREAS, the Northwood City Council desires to amend Section 208.06 of the Northwood Codified Ordinances titled Miscellaneous Fees.

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

SECTION 1. That Northwood Codified Ordinance Section 208.06 shall be amended to reflect the following as provided hereinafter.

208.06 FEES IN THE PLANNING AND ZONING CODE.

(a) Plat Processing and Filing. The fee for processing and filing of preliminary and final plats shall be two dollars (\$2.00) per lot or ten dollars (\$10.00) per acre, whichever is more.

(b) Zoning Changes and City Map Amendments or Rezoning. The fee for zoning changes and City map amendments or rezoning shall be one hundred fifty dollars (\$150.00) plus five dollars (\$5.00) per acre.

(c) Zoning Permits.

(1) Fees for zoning permits shall be as follows:

- A. Single-family dwelling: \$35.00
- B. Two-family dwelling: 50.00
- C. Multifamily dwelling, hotel and motel (3 to 10 units): 100.00
Each unit over 10: 10.00, up to a maximum of 200.00 for entire dwelling
- D. Accessory structures: 25.00
- E. Building alterations: 25.00
- F. Commercial - industrial buildings: 100.00 (for the first \$20,000 construction cost plus \$5.00 for each additional \$20,000)
- G. Operating and locating: \$20.00
- H. Home occupation: 50.00

(2) Fees for zoning permits, in addition to those set forth in paragraph (c)(1) hereof, shall be as follows:

- A. Roofing residential (contracted only): \$25.00
- B. Roofing commercial (contracted only): 25.00
- C. Window replacement (contracted only): 25.00
- D. Re-siding (contracted only): 25.00
- E. Demolition permits: ~~25.00~~ 50.00 plus additional square footage fees under (j)
- F. Any other use: 25.00

(d) Subdividing Parcels. The fee for a permit to subdivide a parcel shall be fifty dollars (\$50.00).

(e) Consolidating Parcels. The fee for a permit to consolidate parcels shall be fifty dollars (50.00).

(f) Appeals to Council From Decisions of Board of Zoning Appeals. An appeal to Council from a decision of the Board of Zoning Appeals may be made without fee.

(g) Appeals to Board of Zoning Appeals. The fee for an appeal to the Board of Zoning Appeals shall be ~~seventy dollars (\$70.00)~~ one hundred fifty dollars (\$150.00). However, a fee of ~~one hundred seventy dollars (\$170.00)~~ two hundred fifty dollars (\$250.00) will be imposed for filing an appeal to the Board of Zoning Appeals if the applicant had failed to obtain all necessary permits prior to any improvements or construction which required permits.

(h) Fences. The fee for a permit to construct a fence shall be twenty-five dollars (\$25.00).

(i) Conditional Use Permits. The fee for a conditional use permit shall be one hundred fifty dollars (\$150.00).

(j) Demolition/Wrecking Permit. Permit fees for demolition or wrecking of any building or structure shall be fifty dollars (\$50.00) for the first 1,000 square feet or fraction thereof in a total floor area, if a building, or projected gross area if a structure, using outside dimensions, and twenty-five dollars (\$25.00) for each additional 1,000 square feet or fraction thereof PLUS one percent State surcharge if residential or three percent State surcharge if commercial. When computing total floor area, the floor areas of story, except the basement, shall be added together using outside dimensions. A separate permit shall be required for each separate building or structure. The minimum charge for any wrecking permit shall be fifty dollars (\$50.00).

2025-7

Base building permit fee	Base building permit fee
Plan review fee (+50%)	Plan review fee (variable)
SUBTOTAL	SUBTOTAL
State surcharge (+1%) if applicable	State surcharge (+3%) if applicable
TOTAL	TOTAL

SECTION 2. That all other provisions of Section 208.06 of the Northwood Codified Ordinance not hereinbefore amended or modified shall remain in full force and effect.

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

SECTION 4. This Ordinance 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.

Effective: _____, 2025.

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: APRIL 10, 2025

- State of the City
- Recommendation to re-appoint Robert Frank to the Civil Service Commission for a 6-year term.

FIRE:

Chief Whitmore presented the recommendation to hire Olivia Lucas as a part-time firefighter, pending completion of background and medical physical.

State of the City Address



3/17/2025

It is again my honor to provide this *State of the City* Address.

It has been nearly ten years since the residents of Northwood gave me the opportunity to serve as Mayor and since that time, we have worked together to create a community that residents want and deserve. I have worked tirelessly, along with my Administration, on providing residents with the expansion of services and amenities they desire. We've listened and they want better - better deployment of their tax dollars and city revenues to benefit them, their families, and their community.

My administration remains committed to providing you with a community that will continue to progress, one that grows in a manner that protects you and the investments that you made in the community, and in your homes, businesses, and families. We will continue to lay the incremental foundations of Northwood 2.0 because our status as a City cannot afford us not to be anything but aggressive and bold.

Prosperity Through Years of Saving

Although our revenues experienced an unusual 12% decline in 2024, the City's reserve balance – well in excess of \$17MM – is extremely healthy and, according to the Auditor of State, are at levels unseen in communities of our size in the State of Ohio.

The Finance Department completed its twenty-sixth Annual Comprehensive Financial Report and was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association, a repeat honor for our Finance Director Ken Yant. The State of Ohio Auditor presented the Finance Department with the Award of Distinction for its' excellence in financial reporting.

The Enclave:

Our community witnessed the completion of key public amenity aspects of our mixed use “Age-in-Place” Enclave neighborhood that included the grand opening of the City’s first community center. Constructed by Lathrop, the facility is replete with a full-size gymnasium suitable for 4 pickleball courts, a running track, gym, rentable meeting spaces for receptions, and a splash pad that is clearly becoming a hit with area kids. Space is also made available for county agencies to meet and service residents.

The developers of The Bridges, who are building a \$33MM, 114-unit residential villa neighborhood, moved deeper into their second of four phases in 2024, while platting the remaining phases. Expanding housing opportunities within the Enclave along with meaningful public spaces and complimentary commercial uses remains a consistent initiative of the city, as it receives the greatest benefit when residents both live and work here. Northwood’s population multiplies exponentially during the workday only to have employees leave at night.

To this end, my administration has vetted and approved over \$65MM in residential projects in the Enclave, from a professional workforce housing project to a senior living housing project. Both projects are expected to break ground or begin construction in 2025 and provide the community with new and diverse living arrangements.

A City “On the Move”

Under the leadership of Recreation Director Pat McGaharan and Assistant Director Tiffani Gill-Carew our city residents, students, seniors, and employees are moving and active like never before because of new and revived recreational programming that they have requested. These programs developed from the results of three surveys that began in 2017 have taken shape in the City’s new community center located along Main Street. Over 900 memberships have been booked since the Center’s opening and 2025 could witness the deployment of a variety of new classes that align well with consumer preferences.

Our Recreation Department continues to collaborate with Northwood Local Schools and the Wood County Office on Aging to ensure the community center has some of the best all-ages programming in the area. Last year, our city festivals and events witnessed some of the largest audiences in memory. These events from Brentwood Bash and Palooza in the Park to Fishing Derby’s at Stoner Pond welcomed fresh faces and we hope 2025 bears the same.

While connecting our community through expanded social programming and events is important, connecting our residents through safe mobility opportunities like the updated stone trail at Brentwood Park, sidewalks and bike trails are equally as valuable. In 2025, my administration will continue to advance actions born from our Safe Routes to School Plan and our Pedestrian Connectivity Plan to ensure residents can walk and bike to key destinations safely. Linking Nature Trails Park to the Enclave, and the Enclave to Oregon and onward to Lake Erie would be remarkable and healthy initiatives that we have laid the groundwork for.

However, doing so will require us to apply for outside funding from local, state, and federal funding agencies, and most importantly, be on good footing with them and follow through with our funding requests. One of our greatest accomplishments yet witnessed in Northwood may be connecting our east to our west by eliminating our at-grade railroad crossing on Wales Road. Yet we cannot bear the burden of this eight-digit dollar price tag alone, and so this makes our partnerships very valuable.

Neighborhoods First

Working off our annual Capital Improvement Plan, Public Works Director Tom Huntermark and City Engineer Dave Kuhn ensure that the state of our infrastructure and physical assets like our roads, storm sewers, city properties and parks are continuously improved. Over 80% of our roads have pavement condition rating (PCR) of “B” (80/100) or higher as a byproduct of sound capital improvement planning.

Last year, Farnsted Drive in the Homecraft neighborhood witnessed road, waterline, and sidewalk improvements while other infrastructure improvements to key economic development areas like Arbor Drive and The Enclave helped to attract new business investments. More east-west connectivity road improvements will be made in 2025, this time along W. Andrus Road between Oregon and Tracy Road. The Bordeaux neighborhood will witness road upgrades, while residents on Wolf Creek Court will receive storm sewers that will aim to address long time issues with flooding from heavy storms.

Residents and visitors should continue to witness meaningful refinements to Brentwood Park, Central Park, Ranger Park, and Nature Trails Park. Doing “small things in a

great way” has helped to push the usership of these parks to heightened levels, and the two new pickleball courts in Central Park, the fishing dock and life rings at Ranger Park, and new bike racks are a testament to this effort.

Planning and Development

One of Northwood’s oldest employers, Hirzel Canning Company, embarked on one of its largest expansion efforts in company history adding 108,000 square feet unto their footprint along Lemoyne Road. Other firms, like Fort Meigs Auto Electric Inc., also expanded in Northwood in 2024, spending millions on new property valuation that will help to activate McNerney Business Park. Overall, more than 457 permits were filed in 2024, making it one of the most productive years on record.

Developers and residents alike can now file permits using the online permitting system found on the City’s website at www.Northwoodoh.gov. Residents and developers can access our online economic development portal (www.growinnorthwood.com) to get information regarding the city major initiatives and development opportunities. Miller Diversified, the city's broker, uses the website to market opportunities at The Enclave. Helping to further nurture business-to-business networking opportunities is Jolene Sabo, who works diligently in spearheading the city’s monthly Business Luncheon Program.

Regulating and helping to refine the city’s-built environment is the responsibility of the City’s Planning & Zoning Department. Last year, Amy Stribrny and Jolene Sabo drove thousands of miles while managing 557 code enforcement cases and addressing six

nuisances. Northwood will continue to use the full power of my administration to take enforcement action against property owners that fail to maintain their properties.

A major source of consternation for city officials has been Dhaliwal Plaza – the former Great Eastern Shopping Center. Northwood has pursued enforcement action at the shopping center for over three years and has filed a nuisance lawsuit against the owners of the shopping center to address the growing concerns of residents. My administration will continue to work to rectify and improve the situation at Dhaliwal Plaza into 2025 and beyond, if necessary.

“Plan” Northwood

My administration has begun the process of updating Northwood’s Comprehensive Plan to help better coordinate and activate our great city. The City’s last plan was developed in 2004, and it helped to lay the foundation for many of the activities that have happened over the past 20 years like our new town center called the “Enclave” and community center complex. This new Comprehensive Community Plan will be completed by the end of 2025 and will help to lay the foundation for our community for the next 20 years or more. I would urge you to complete one or more of the surveys that are part of this planning process that can be found on our website or on one of our social media channels.

Public Safety

Maintaining the city’s safety and well-being is a responsibility at the core of every city. Although faced with various unexpected issues every day, our Police Department, under the

direction of Chief Jeff Zahradnik, continues to be transparent and professional in implementing its community policing while obtaining the necessary training and learning from experience to overcome any obstacle. This adherence to lessons-learned is at the core of why our city is in its eleventh year of declining crime. At any time you can access all of our police reports at www.northwoodpolice.com.

Under the leadership of Fire Chief Joel Whitmore, the City's 41-member Fire/EMS continues to respond anywhere in the city in under six minutes or less. 2024 witnessed the beginning of a "preplan program" as part of a progressive inspection and fire prevention outreach effort with residents and our schools to reduce fire events within the city. This program is where fire department personnel go to each business to take pictures to identify potential hazards or other items that we would need to be aware of in the event of a fire or other emergency at an address. The information gathered is entered into a computer program which personnel can review for training purposes or while they are responding to an incident.

In 2024, our Fire Department welcomed three new full-time firefighters, began a feasibility study for a new public safety building to serve the city's growing fire/EMS and law enforcement needs, and began a discussion for a new fire engine to replace aging Engine #41.

It is obvious the costs for Fire and EMS Services are far outpacing the revenue the city collects. To help pay for these public safety improvements, my administration has diligently searched for efficiencies, either through ongoing discussions with neighboring Wood County communities concerning the establishment of a joint "EMS/Fire District", or the

consolidation of our 911 Dispatch which would save hundreds of thousands of dollars that could be deployed towards these new public safety adaptations.

Also, on the forefront of helping to maintain law and order in our community is our Mayor's Court, under the guidance of Clerk of Court, Laura Schroeder. The Court processed 1782 cases in 2024, a slight increase in caseloads from the previous year. Improved coordination with the police department and technological improvements now allow for the streamlining of e-tickets and citations, and the court's new location in the City Municipal Building allows for local court outlet rather than having to appear in Perrysburg Municipal Court.

In 2025, staff of the Mayor's Court will be busy implementing policies that address non-payments as newly passed House Bill 29 prevents Ohio courts from suspending the driver's licenses of those that fail to appear and/or pay court fines and costs. This change will require Northwood's court to set up a new structure for all non-payment cases and work with the Registrar of Motor Vehicles.

2025: Another Year for Progress

Under the direction of City Administrator Kevin Laughlin and Clerk of Council Emily Popovitch, 2025 will be another year of examples of neighborhood refinement, community reinvestment, bold vision, and timely business incentives. Important initiatives that my administration will continue to work this year include:

- Completing the City's Comprehensive Community Plan and identifying strategies that grow and better interconnect the community, while preserving and protecting its assets.
- Fully activating Main Street and the Northwood Community Center so that it offers something for everyone in our community, this includes a long-term goal of having a multi-use path and multi-purpose rink facility that allows for year-round in-line and ice hockey activities.
- Improving pedestrian connectivity to key locations in city like Northwood Schools and connecting Nature Trails Park to the Enclave via a multi-use path along Dry Creek.
- Continuing to make tactical investments into the city's infrastructure, parks, neighborhoods, and The Enclave. In 2025, Brentwood Park will be home to a new basketball court.
- Finalizing improvements along Woodville Road between Lemoyne and SR 579 that includes new sidewalks, ADA ramps, and a pedestrian hybrid beacon (PHB) across Woodville Road on the east side of Mason Street. This project is expected to be completed in 2026.
- Working with Northwest Water and Sewer District (NWWSD) to update the water and sewer infrastructure around the city. Future improvements include waterline updates and extensions along key corridors of Wales, Tracy, and Woodville Roads.

- Utilizing the newly created Northwood Community Improvement Corporation (CIC) to help to promote economic growth in new ways that our convention city structure cannot provide for.
- Working with Ohio State University on a Business Retention and Expansion (BRE) effort to help our local businesses.
- Continuing to pursue cost-saving shared services models that can help in the public safety realm.
- Heightening property maintenance and nuisance enforcement to keep our neighborhoods safe and beautiful.

Laying the foundation for thriving community is something that my administration has embraced since its inception. Everyone has a different definition of what a community should be. This year will be yet another year of my Administration undertaking thoughtful actions and having a meaningful and engaging conversation with residents and stakeholders on what community means to them. I would like to express my appreciation and gratitude to everyone that helps us to grow together in meaningful ways.

Sincerely,

Mayor Edward Schimmel



CITY ADMINISTRATOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: APRIL 10, 2025

TOPIC/ ITEM

DISCUSSION

Request to schedule
Finance Committee
Meeting on April 24th

Administration is requesting a Finance Committee meeting to discuss the pay ordinance. The last pay ordinance, adopted in 2022, outlined compensation through July 2024. In line with the established timeline, a discussion of the updated pay ordinance is now due.

Miller Diversified Listing
Agreement

The Listing Agreement expiration date is May 1, 2025