

April 10, 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 07:08 PM on April 10, 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

March 27, 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 Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** Councilor Pat Huntermark  
**Result: Passed**

PRESENTATION

None.

PUBLIC COMMENT

Joe Evans came to the podium to speak. However, he was not discussing an item on the agenda. He was advised of the time during the meeting when he would be able to return to the podium for general comments.

COMMUNICATIONS

None.

COUNCIL COMMITTEE REPORTS

Economic Development    Councilor Jim Barton

No Report.

Finance    Councilor Louis Fahrbach

We received our year-to-date numbers from the Finance Department, and we are up just over 1% of what we were budgeted with regard to revenue.  
**Next Meeting: April 24th at 6:30PM**

Recreation Board    Councilor Jim Barton

Meeting on April 9th

- Baseball and Softball
  - Registration is closed.
  - Total of 11 teams this year with all age groups being filled.
  - The city will have the field at Central Park available for practices only. All games are played at Brentwood Park.
  - Discussed the option of parents buying pants next year for baseball & Softball
- Fishing derby will be Saturday April 19<sup>th</sup> at Stoner Pond, this will be the trout fishing derby. Youths 16 and under don't need fishing license, each person is allowed to keep 5 trout. Once the kid's derby is over the pond will be open for everyone to fish with the same rules.
- The new ODNR Sign has been installed at Ranger park & Stoner pond.
- The city has installed an AED outside the concession stand at Brentwood Park. This is a new Ohio house rule HB47 and took effect on Jan 1 2025.
- The NCC hosted an egg hunt for kids on Saturday April 5<sup>th</sup>. This event attracted a lot of families and kids.
- Rec Board recommendation for a basketball court to be installed at Brentwood Park, this would be off the Andrus rd. entrance.
- Splash pad will open Memorial Day and stay opened through Labor Day.
- Community service award nominations being accepted.
- Palooza in the park is set for Friday June 6<sup>th</sup>, this event will have fireworks and our community service award winner will be announced as well.
- Kids Fishing derby in June
- Music night at the NCC is set for Friday August 8<sup>th</sup>.Madison Avenue will be performing.

Safety    Councilor Mark Stoner - Meeting on 4/10/25 @ 6:20PM

# April 10, 2025

Discussed outfitting the police cruisers. Several bids were received, with D.R. Ebel coming in the lowest at \$29,993.14

**MOTION:** Councilor Stoner made a motion to **approve the purchase of equipment for the police cruisers for \$29,993.14** ; 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**

Tree Commission    Councilor Michael Melnyk

No Report.

Service    Councilor Dean Edwards - Meeting on 4/10/25 @ 6:30PM

1) Chicken Ordinance - City Administrator to follow up with more information on what other municipalities have and present at the next meeting.

2) Seasonal help for the street department. The committee recommended the city advertise for the position and hire for the position. \$18/hr and, with benefits, it would be \$21.10. Estimated to work until July-August.

**MOTION:** Councilor Edwards made a motion to **advertise for part-time seasonal help for the street department at \$18/hr** ; 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**

3) Brentwood Basketball Hoops & Court - going to move the court closer to where the old Lark School used to be. Council President Kozina noted that the City had eliminated the courts for a reason and moving the courts across the field would just move the problems towards the other neighbors.

**MOTION:** Councilor Edwards made a motion to **To approve threpaving project for a new basketball court at Brentwood Park to Bowers Asphalt for \$19**; seconded by Councilor Barton. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Councilor Stoner; **No:** Council President Kozina; **Abstain:** None

**Result: Passed**

The committee also recommended purchasing the new hoops and poles from BSN Sports for \$6,668.60

**MOTION:** Councilor Edwards made a motion to **approve the purchase of hoops and poles from BSN Sports for \$6,668.60** ; seconded by Councilor Barton. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Councilor Stoner; **No:** Council President Kozina; **Abstain:** None

**Result: Passed**

4) Repaving of Oregon & Tracy 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, Discussion on bumping Anderson Street Repaving to 2026 or keeping it along with repaving Oregon & Tracy

5) Lexipol - HR Hanbook, initial cost \$16417.80 and a yearly subscription of \$5,146, going to present more information at the next council meeting during the Administrators' report.

7) Roof replacement for a portion of the Municipal Building

**MOTION:** Councilor Edwards made a motion to **approve the contract with Overhead Roofing and Sheet Metal for the partial roof replacement at the Municipal Building for \$46,400** ; 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**

8) Salt Ordinance - more information to come.

**Next Meeting: May 8th at 6:30pm**

Parks, Rec & NCC    Councilor Pat Huntermark

The Sunday openings have gone well at the NCC, we have averaged just over 70 members or guest per Sunday. This will end on April 27<sup>th</sup> as we have reached our end of our two-month trial.

I would like to discuss this with the committee and see if we want to add this in the budget for next year.

Rentals have increased the last few months with birthday parties, and bridal and baby showers topping the list. We do have quite a few graduation parties in the next two months.

The memberships have continued to be strong for the last 5 months. We do expect this to slow down with the warmer months coming. Active primary members are at 531 and 972 total members.

Committee of the Whole    Council President Kozina

No Report.

CEREMONIAL ITEMS

Arbor Day Proclamation

April 10, 2025

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 - Kozina

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.

MOTION: Council President Kozina made a motion to **Suspend the rules**; 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

MOTION: Council President Kozina made a motion to **Move on Emergency Clause**; 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

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

PENDING LEGISLATON

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

MOTION: Councilor Edwards made a motion to **Move on Final Adoption**; 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**

MAYOR Mayor Schimmel

Mayor's Report

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

MOTION: Council President Kozina made a motion to **re-appoint Robert Frank to the Civil Service Commission for a 6 yr term**; 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**

FIRE:

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

MOTION: Councilor Melnyk made a motion to **appoint Olivia Lucas as a part-time firefighter, pending completion of background and medical physic**; 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 Kevin Laughlin

City Administrator's Report

| 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. Meeting is scheduled for April 24th at 6:30pm. |

April 10, 2025

Miller Diversified Listing Agreement

The addendum on the miller. Diversified listing agreement lapses. May 1, 2025.  
City Administrator requested a motion to negotiate with Miller diversified, and then move forward with any listing agreement. Council requested a 6-month agreement.

MOTION: Councilor Stoner made a motion to authorize the City Administrator to negotiate and sign a 6-month contract with Miller Diversified; 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 FINANCIAL REPORT(S)

MARCH EXPENDITURES REPORT

MARCH BANK RECONCILIATION

MARCH MONTH END FINANCIALS

MOTION: Council President Kozina made a motion to acknowledge receipt of the March City 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

LIST OF EXPENDITURES OVER \$10,000

| INVOICE              | DESCRIPTION                                                        | AMOUNT      |
|----------------------|--------------------------------------------------------------------|-------------|
| 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 |

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

City Engineer's Report

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 by May 15th 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 vendor 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 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 in the design of the improvements. Planning to bid by the end of April. Recommend a motion to advertise for bids on the project. The estimate is \$384,000.00

MOTION: Councilor Stoner made a motion to advertise for bids for the W. Andrus resurfacing project; 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

April 10, 2025

9) We have finalized the design of Wolf Creek Ct. storm sewer and pavement project. Planning to start bidding on April 19. Recommend a motion to advertise for bids on the project. The estimate is \$330,000.00.  
**MOTION:** Councilor Huntermark made a motion to **advertise for bids for the Wolf Creek Ct. storm sewer and pavement project** ; 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**

10) We have just started the topography survey of the resurfacing project of Chantilly Rue and Mary Ave. Plan to bid this project by the end of June 2025.  
Mark Stoner - cracks at the NCC ? Pat McGaharan reached out to Lathrop and it will be fixed.

Mayor asked how soon NWWSD needed an answer on the repaving project of Oregon and Tracy? The City Engineer stated an answer is needed in the next few weeks. The recommendation from Service was in favor of the project along with the addition of sidewalks on one of the sides of Oregon Road. Council agreed to approve the repaving portion of the project and work on getting estimates for adding a sidewalk.  
**MOTION:** Council President Kozina made a motion to **approve the repaving project on Oregon & Tracy in conjunction with NWWSD for \$113,263.50**; 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**

NEW BUSINESS

None.

OLD BUSINESS

None.

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

Joe Evans - Wolf Creek - Joe stated he heard at the last council meeting, non-residents spoke out against ICE cooperation, and he believes most residents would have preferred our police to cooperate with federal authorities. Mr. Evans expressed concerns about the number of vacant buildings in the city's business district and wondered if efforts are being made to attract retailers or entertainment options, especially with more people moving into the area. He noted the lack of amenities beyond the community center and stressed the need for additional services or activities. Lastly, he addressed a lack of communication regarding utility work and road repaving, expressing confusion and frustration about the process, timeline, and how it affects residents. Mr. Evans stated he didn't receive clear information and felt left out of the loop. Mayor Schimmel asked Mr. Evans to stick around after the meeting to talk to the City Engineer.

Carol Albright - 2510 Revilla - Carol asked that council think twice before allowing chickens in subdivisions. She referenced several issues with other types of animals in her neighborhood.Next, Carol expressed confusion and concern over how streetlight fees are calculated in her subdivision (Greenway Estates) compared to nearby neighborhoods like Cedar Creek and Wolf Creek. She pointed out inconsistencies in assessed property values and fees and noted that Wolf Creek isn't assessed for streetlights at all. She questioned why her neighborhood pays \$5,900 for streetlight costs while Cedar Creek only pays \$1,185. She asked how these fees are calculated, who determines them, and why there's such a difference. Mayor suggested possible factors like different lighting types (LED vs. non-LED) might play a role but acknowledged that the issue needs further investigation and it will be looked into.

Councilor Fahrbach asked if there was any reconsideration of the vote on the ICE Resolution in light of the first public comment and now that there is a full council. No action taken.

EXECUTIVE SESSION

NA

ADJOURNMENT

07:50 PM

ATTEST: \_\_\_\_\_  
Council Clerk

APPROVED: \_\_\_\_\_  
Mayor