



REGULAR CITY COUNCIL MEETING

Thursday, June 26, 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:

- June 12, 2025 regular Council meeting minutes.

PRESENTATION:

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Councilor Jim Barton - Next Meeting: 6/26/25 @ 6:45Pm*

Finance ~ *Councilor Louis Fahrbach*

Recreation Board ~ *Councilor Jim Barton*

Safety ~ *Councilor Mark Stoner*

Tree Commission ~ *Councilor Michael Melnyk*

Service ~ *Councilor Dean Edwards*

Parks, Rec & NCC ~ *Councilor Pat Huntermark*

Committee Of The Whole ~ *Council President Kozina*

CEREMONIAL ITEMS:

NEW RESOLUTION:

RESOLUTION 2025-06 A RESOLUTION OPPOSING HOUSE BILL 335 AND URGING THE OHIO GENERAL ASSEMBLY TO REJECT LEGISLATION THAT ELIMINATES INSIDE MILLAGE AND TRANSFERS LOCAL BUDGETARY AUTHORITY TO COUNTY BUDGET COMMISSIONS; AND DECLARING AN EMERGENCY. *1st Reading.*

RESOLUTION 2025-07 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO FILE AN APPLICATION(S) WITH THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS (TMACOG) RELATIVE TO A TRANSPORTATION ALTERNATIVES PROGRAM (TAP) AND/OR CARBON REDUCTION PROGRAM (CRP) GRANT; COMMITMENT OF FUNDS; AND TO DECLARE AN EMERGENCY. *1st Reading.*

PENDING RESOLUTION:

RESOLUTION 2025-05 A RESOLUTION DIRECTING THE NORTHWOOD PLANNING COMMISSION TO REVIEW AND MAKE A RECOMMENDATION TO AMEND PART TWELVE (12) OF THE PLANNING AND ZONING CODE, OF THE NORTHWOOD CODIFIED ORDINANCES (NCO), AND DECLARING AN EMERGENCY. *2nd Reading.*

NEW LEGISLATION:

PENDING LEGISLATON:

- ORDINANCE 2025-20** AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER CITY OWNED PROPERTY IN THE BILTMORE GARDEN SUBDIVISION KNOWN AS LOTS 374, 375, 376 AND 377,TO THE NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY. *2nd Reading.*
- ORDINANCE 2025-21** AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE WOOD COUNTY SHERIFF'S OFFICE TO PROVIDE POLICE, FIRE AND EMERGENCY DISPATCHING SERVICES FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *2nd Reading.*
- ORDINANCE 2025-18** AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES. *3rd Reading.*
- ORDINANCE 2025-19** AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO RENEW A CONTRACT WITH THE NORTHWOOD LOCAL SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A “SCHOOL RESOURCE OFFICER (SRO)” PROGRAM FOR THE 2025-2026 SCHOOL YEAR;AND DECLARING AN EMERGENCY. *3rd Reading.*

MAYOR: *Mayor Schimmel*

- Mayor's Report

CITY ADMINISTRATOR: *Kevin Laughlin*

- City Administrator's Report

CITY FINANCIAL REPORT(S)

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
AETNA	EMPLOYEE HEALTH INSURANCE 7/1/25-7/31/25	\$74,689.40
PUBLIC ENTITIES POOL	LIABILITY INSURANCE 7/9/25-7/9/26	\$71,020.00
FELLER FINCH	JUNE INVOICE FOR 2025 PAVEMENT RESURFACING IMPROVEMENTS	\$12, 534.00
VC3	JUNE MONTHLY BILLING	\$11, 725.07

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

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

- City Engineer's Report

NEW BUSINESS:

OLD BUSINESS:

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

June 12, 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 07:01 PM on June 12, 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 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.

MOTION: Councilor Melnyk made a motion to **Excuse Councilor Fahrbach**; seconded by Councilor Edwards. **ROLL**

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

Result: *Passed*

APPROVAL OF MINUTES

May 22, 2025 Regular Council meeting minutes.

MOTION: Councilor Stoner made a motion to **Approve**; seconded by Councilor Huntermark. **ROLL**

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

Result: *Passed*

PRESENTATION

None.

PUBLIC COMMENT

1. Audrey Caligiuri, 423 Ravenwood - Audrey, a long-time Northwood resident, addressed Council to express concerns about a perceived disconnect between elected officials and the community. She criticized recent decisions, including the swift implementation of a moratorium on dispensaries immediately following Council approval, which she believed was based on limited opposition rather than true “public outcry.” In contrast, Audrey pointed to overwhelming public attendance and concern at a previous council meeting regarding the future of the city’s local dispatch services—calling that meeting an example of genuine public outcry. She questioned whether residents’ voices were truly being heard. Audrey also referenced the city’s current survey asking if residents would support a recreation levy and suggested a similar approach be used to gauge public willingness to fund safety services, specifically local dispatch. She urged Council to consider the long-term quality of life impacts of such decisions. Audrey concluded by requesting that a motion be made before the meeting ended to place the question of retaining local dispatch on the ballot, allowing residents the opportunity to directly decide on the future of the service.

2. Dan Mikolajczyk, 2513 Skagway - Dan spoke in opposition to the proposed chicken ordinance, raising concerns about its necessity, enforcement, and potential impacts on residential neighborhoods. He questioned the validity and size of the petition supporting the ordinance, stating it included few signatures, some reportedly from individuals not residing in Northwood. He emphasized that he lives in a residentially zoned area, not agricultural, and expressed concern that allowing backyard chickens would disrupt the current peace and character of the neighborhood. Dan shared potential issues including odor, proximity of coops to property lines, and added burdens on city enforcement staff. He argued that the original justification for the ordinance—rising egg prices—was no longer relevant, as egg prices have since stabilized. He also criticized zoning enforcement, citing existing problems like abandoned vehicles, junk, and neglected buildings that, in his view, remain unaddressed despite existing ordinances. Lastly, he urged Council to “do their homework” and **vote no** on the proposed ordinance, warning that passing it may set a precedent for future requests (e.g., livestock), and unnecessarily complicate city services.

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton

No Report.

Finance Councilor Louis Fahrbach

No Report.

Recreation Board Councilor Jim Barton

The palooza in the park was well attended, fireworks were a hit. Baseball & Softball seasons are winding down. Two weeks left in the season. Basketball court surface should be completed this week at Brentwood Park, once this is done Tom’s guys will install the hoops. We hope to have the second pickleball court finished at Central Park

June 12, 2025

by the end of the month. The kids fishing derby is Saturday June 21st at Stoner Pond registration starts at 8:00am, and the derby is from 9:00 am – 10:00 am

Safety Councilor Mark Stoner
No Report.

Tree Commission Councilor Michael Melnyk

Last week, a social media post raised concerns about the condition of seedlings planted at Brentwood Park in October 2024. In response, a site inspection was conducted. Out of approximately 300 planting sites: 173 seedlings were located; 66 of those showed active growth; 54 had remaining stubs, some with signs of regrowth; 53 showed no evidence of any seedlings. Additionally, many of the green stakes and all white protective sleeves placed with the seedlings were missing. While some loss over winter due to wildlife was expected, the loss of over 200 seedlings was not anticipated. The Tree Commission is scheduled to meet on July 8 to discuss next steps.

Service Councilor Dean Edwards - Next meeting on 6/12 @ 6:45pm

A brief meeting was held tonight to review sidewalk estimates for Oregon Road provided by the City Engineer. The estimated cost for sidewalks on the east side of the road was \$134,550. The estimate for the west side was \$106,800. Based on this review, the committee recommended that both options be included as alternates in the bid.
MOTION: *Councilor Edwards made a motion to bid East & West side sidewalks on Oregon road as alternates; seconded by Council President Kozina. ROLL CALL: **Yes:** 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

The NCC celebrated its one-year anniversary on June 3rd. As of June 12 2025, the NCC has 593 primary members and 1,075 total members. This is the most members we have had since opening.

Committee of the Whole Council President Kozina

CEREMONIAL ITEMS

NEW RESOLUTION

RESOLUTION 2025-05 A RESOLUTION DIRECTING THE NORTHWOOD PLANNING COMMISSION TO REVIEW AND MAKE A RECOMMENDATION TO AMEND PART TWELVE (12) OF THE PLANNING AND ZONING CODE, OF THE NORTHWOOD CODIFIED ORDINANCES (NCO), AND DECLARING AN EMERGENCY.

1st Reading - Edwards

PENDING RESOLUTION

RESOLUTION 2025-04 A RESOLUTION ADOPTING ESTIMATE OF REVENUES FOR BUDGET YEAR BEGINNING JANUARY 1, 2026; AND DECLARING AN EMERGENCY

MOTION: Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: **6-0 Passed**

NEW LEGISLATION

ORDINANCE 2025-20 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER CITY OWNED PROPERTY IN THE BILTMORE GARDEN SUBDIVISION KNOWN AS LOTS 374, 375, 376 AND 377, TO THE NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY.

1st Reading - Edwards

ORDINANCE 2025-21 AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE WOOD COUNTY SHERIFF'S OFFICE TO PROVIDE POLICE, FIRE AND EMERGENCY DISPATCHING SERVICES FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

1st Reading - Melnyk

PENDING LEGISLATON

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES.

2nd Reading - Stoner

June 12, 2025

ORDINANCE 2025-19 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO RENEW A CONTRACT WITH THE NORTHWOOD LOCAL SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A “SCHOOL RESOURCE OFFICER (SRO)” PROGRAM FOR THE 2025-2026 SCHOOL YEAR;AND DECLARING AN EMERGENCY.

2nd Reading - Stoner

ORDINANCE 2025-16 AN ORDINANCE AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY

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

MOTION: Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Huntermark.**ROLL CALL:** **Yes:** Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: **6-0 Passed**

ORDINANCE 2025-17 AN ORDINANCE PROVIDING FOR THE COMPENSATION OF NON-UNION PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY

MOTION: Councilor Edwards made a motion to **Move on Final Adoption**; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: **6-0 Passed**

MAYOR Mayor Schimmel

Mayor's Report

FIRE:

Chief Whitmore recommended hiring Michael Kretz as a recruit firefighter.

MOTION: Councilor Melnyk made a motion to **hire Michael Kretz as a recruit firefighter**; seconded Councilor Barton. **ROLL CALL:** **Yes:** 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

Fact Finding

Request a motion to accept the results of the fact-finder for the OPBA dispatch negotiations for their salary reopened; findings were for 3.5%. Findings are available in your council packets.
MOTION: Council President Kozina made a motion to **accept the results of the fact-finder for the OPBA dispatch negotiations for salary reopener**; seconded by Councilor Stoner.
ROLL CALL: **Yes:** Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: **6-0 Passed**

Committee of the Whole Meeting July 2nd

Sheriff Wasylyshyn will be in attendance to answer questions regarding dispatch contract.
Council discussed scheduling a Committee of the Whole meeting for July 2, 2025, to provide a public forum for the Wood County Sheriff to attend and answer questions regarding the pending dispatch agreement. Concerns were raised about the timing of the meeting due to the proximity to the July 4th holiday, with some Council members expressing worry about lower resident attendance and suggesting postponing the meeting until August. A motion was made to move the meeting to August; however, no action was ultimately taken, and the motion was later recalled. The Mayor clarified that the Sheriff has limited availability due to upcoming fair commitments and training. The week of the next regular Council meeting (June 26) was also ruled out due to the Sheriff being out of town. The Mayor further explained that delaying beyond mid-August could result in the loss of a potential third dispatcher position currently being held open for a Northwood employee, as Rossford has been funding the position and the Sheriff’s department needs to fill it soon.Council discussed the option of holding a special meeting or town hall the following week if the Sheriff is available. City Administrator will follow up with the Sheriff to determine alternate availability, if any. No final decision was made at this time pending communication with the Sheriff.

June 12, 2025

Woodville Rd. Pedestrian Crossing Beacon Update	ODOT confirmed beacon has to stay at the current proposed location.
Amendment to Ordinance 2025-18	After further review of the proposed amendments to Chapter 618.16 – Proximity of Animals to Residents, as outlined in Ordinance 2025-18, it was determined that additional revisions were necessary to avoid any conflict with existing zoning requirements of accessory structures and prevent potential confusion. The updated changes have been highlighted for clarity. The ordinance is on the agenda for its second reading tonight and would need to be adopted with amendments at the next Council meeting, should it be adopted.
ORDC grant application	Completed the rail elimination grant application for the 3rd overpass on Wales Road this afternoon. The project is in the fact-finding phase but continues to move forward.
RISE	The RISE is expanding; 3 new buildings are planned; over \$1.5 million investment. Councilor Stoner asked if there were any predictions on the number of employees. At this time it is unknown about potential jobs. Right now they are obtaining zoning approval for the buildings.
Former BP on Woodville Road	Moving forward with de-branding June 18th. The new owner has been ordered by BP to remove all signage Hoping that is a step in the right direction that the proposed development that has been before Planning Commission will continue.
Gino's Pizza	In front of Great Eastern has an interested buyer and will keep council updated.

CITY FINANCIAL REPORT(S)

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

MAY EXPENDITURES

MAY BANK RECONCILIATION

MAY REVENUE & EXPENDITURE REPORTS

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
AETNA	06/01/25-06/30/25 HEALTH INSURANCE	\$74,689.40
FELLER FINCH	WEST ANDRUS ROAD PAVEMENT IMPROVEMENTS	\$11,185.00
VC3	MAY MONTHLY BILLING	\$11,441.27
FENSON CONTRACTING, LLC	THE ENCLAVE- DITCH ENCLOSURE PHASE 2- FINAL	\$21,910.67
DAVEY RESOURCE GROUP	NATURE TRAILS STREAM RESTORATION- FINAL CLOSE OUT PROJECT	\$29,787.98

MOTION: Councilor Stoner made a motion to **approve the list of expenditures over \$10,000**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** 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

PROJECT UPDATES

Project Name	Project Budget	Current Status	Key Changes Since Last Meeting
--------------	----------------	----------------	--------------------------------

June 12, 2025

The Enclave	N/A	Construction	Waiting for sensor to be installed on irrigation system
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Design	Finish plans by end of June & submit to ODOT for approval. Bid after approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	In Design	Waiting for 100% design plans from DRG to review. Construction to be later in 2025.
NNC	N/A	Warranty Work	We contacted contractor about replacing the bad sidewalk sections and waiting for the date when the sidewalk will be fixed.
ODOT	N/A	Misc. Item	ODOT is working on traffic sequencing traffic signals on Woodville Rd. and Curtice Rd.
ODOT	N/A	Misc. Item	ODOT performed a traffic safety study at Fostoria Rd. and Williston Rd. (SR 579) and recommended a roundabout to be 100% funded by ODOT and grants. ODOT later this year will perform a traffic safety study at Bradner Rd. and Williston Rd. (SR 579)
Wolf Creek Court Drainage Improvements	\$261,775.00	Construction	Contractor indicated that work will begin no later than Sept. 1, 2025.
West Andrus Road Pavement Improvements	\$402,950.75 or \$405,060.12	Award	Council to award contract.
Northwood 2025 Pavement Resurfacing Improvements	\$513,745.00	In design	Trying to get the project out to bid at the end of June; with the addition of Oregon Rd. sidewalks. The project will involve resurfacing, fixing sidewalks and curbs on Chantilly Rue, Anderson Street and Mary Street, plus the sidewalks along Oregon Road.

ISSUES REQUIRING COUNCIL ATTENTION

Motion to advertise for Bids

Project Name	Bid Opening Date
Northwood 2025 Pavement Resurfacing Improvements	7/15/25 +/-

Motion to Award Contract

Project Name	Contractor	Bid Amount
W. Andrus Rd. Pavement Improvements	Henry W. Bergman, Inc. Geddis Paving & Excavating, Inc.	\$402,950.74 \$405,060.12

Two bids were received, with only a \$2,100 difference between them. It was noted that **Bergman** had worked on a similar project approximately five years ago but was removed due to poor performance, specifically multiple issues with concrete work. This past experience raised concerns about awarding the project to Bergman again. Council deliberated on how to proceed with the award, taking into consideration both bid amounts and past contractor performance.

MOTION: Councilor Edwards made a motion to award the W. Andrus paving improvement project to Geddis Paving for \$405,060.12; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; Abstain: None
Result: Passed

Lastly, City Administrator Laughlin added that the city painted the island on Oregon Road earlier this week, and actually found out that some of the streetlights in that area were not operational. ODOT has been notified and they are working to adjust them.

June 12, 2025

NEW BUSINESS

NA

OLD BUSINESS

NA

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

1. Carol Albright, 2510 Revilla - raised concerns about the proposed transition of local dispatch services to Wood County, questioning the accuracy and transparency of cost estimates and emphasizing the value of maintaining Northwood’s in-house dispatchers. She referred to a handout circulated at the meeting outlining dispatch costs and questioned the figures shown — particularly a comparison of the \$204,000 annual fee proposed by Wood County versus the current \$529,285 cost of Northwood’s dispatch services. The speaker requested the city provide a clear breakdown of dispatcher salaries, benefits, and total costs, including how many calls are received by fire and police departments, and how many dispatchers are required per shift. She expressed distrust in “political spin” and urged the city to release factual data to residents before holding any town hall or bringing in Wood County representatives. Carol shared a personal experience where local dispatch provided extremely quick response during an emergency, stating that losing that level of service is not worth the potential savings. Additionally, she noted Rossfords recent increase for dispatching services from 2024 to 2025 and raised concerns about a cost guarantee for the city.

City officials confirmed that: The current annual cost of operating Northwood’s dispatch center is \$529,285, inclusive of salaries, contracts, and maintenance. The estimates were not made up figures. A three-year contract for \$204,000 per year has been proposed by Wood County and there is an option to exit the contract if desired. Regional dispatch efforts have been explored multiple times over the past two decades, but failed due to lack of cost savings and disagreements over location. Lastly, Carol questioned the timeline for extending Dalling Drive to the Enclave development, to which officials responded that it is a joint project tied to grant applications and future development efforts.

2. DC Gallaher, 307 Lester Ave - Thanked whoever compiled the dispatch cost handout distributed at the meeting and emphasized the value of public access to that information. He suggested holding another meeting specifically focused on the dispatching issue, noting it was heavily opposed approximately seven months ago and still warrants community discussion as the city moves forward. DC raised concerns about ongoing budget limitations and proposed that the city consider exploring a modest income tax increase, pointing out that Northwood currently has one of the lowest municipal income tax rates in the region. He recommended studying how a potential adjustment could align Northwood with neighboring communities and help generate revenue for public safety and other future city projects. He closed by stating that such an approach could help “reclaim” funding while assessing how it would impact residents, and encouraged Council to give it thoughtful consideration.

3. Dan Mikol 2513 Skagway - voiced frustration over inconsistencies in how street lighting assessments are applied across the city. He cited instances where residents on one side of a street are being assessed while those directly across are not, despite receiving the same lighting benefit. He emphasized that this is not about targeting specific residents but about ensuring fair and uniform distribution of costs for public services. Dan referenced past conversations with the Mayor and Council, stating that the perception is City leadership has been unwilling to address the issue. He stated he has spoken with the Ohio Attorney General’s Office, who advised he must first seek resolution at the local level before escalating. The Mayor responded that Toledo Edison determines billing for street lighting and that the City only passes along costs it is billed for. Dan stated that there is a city ordinance governing assessments, suggesting that Toledo Edison only bills for what the city gives them, however the Mayor countered by explaining the city is not responsible for running the electric meters or monitoring use. Next, Dan expressed concern about his perceived decline in zoning and property maintenance enforcement: He referenced the former role of the Code Enforcement Officer, which included routine patrols and a proactive approach to identifying violations, and noted that his neighborhood has numerous ongoing issues—such as abandoned vehicles, neglected structures, and general property maintenance violations—which he feels are being overlooked. Dan requested access to monthly enforcement activity logs and suggested that current enforcement efforts are inconsistent or insufficient. Mayor Schimmel responded that the City still tracks and addresses complaints, and offered to email a breakdown of enforcement activity to the resident.

4. Carol Albright, 2510 Revilla - Carol returned to emphasize and expand upon previous concerns related to streetlight assessments. She recounted multiple prior attempts to raise the issue with council members, including during block watch meetings and council sessions and accused the Mayor of stating he would not pursue the matter because it would result in “losing votes” Mayor responded by repeating his statement of “why would he hurt other residents by turning them in”. She continued, explaining how residents are being unfairly billed while others pay significantly less—or nothing—for equivalent services and the city should step in and contact Toledo Edison to correct any streetlight assessment gaps.

5. Audrey Caligiuri, 423 Ravenwood - Suggested to Carol that when contacting Toledo Edison, she should ask how other municipalities determine which properties are assessed for streetlights, to help address current assessment inconsistencies. Additionally, she expressed concern over the dispatch issue, stating that in November, residents made it clear they did not want to eliminate in-house dispatchers. She suggested letting residents vote on the matter, potentially through a levy or tax increase, rather than allowing the decision to be driven by external officials. She emphasized that the Sheriff is an elected official who works for the public, and that local decisions should remain in the hands of city residents and their elected representatives, not influenced by outside pressure

June 12, 2025

or deadlines.

6. Molly Tomaszewski, 211 Earl - Molly shared her personal experience as a property owner in Toledo, noting that she is billed individually for each streetlight located on her property. She suggested this may be standard billing practice by Toledo Edison and recommended further research into how Edison bills other cities to clarify assessment inconsistencies. She also reiterated her support for retaining the city’s in-house dispatch services.

7. Kyle Simok, 136 Chesapeake - Kyle shared his experience as a public safety employee and former employee of a consolidated dispatch center, stating the center is failing and can't keep employees. He emphasized the importance of retaining all local public safety jobs, warning against the potential loss of even one or two positions. He raised concerns about data presented in favor of consolidation, noting flaws such as the sheriff’s use of misleading statistics when speaking to other municipalities. Lastly, he encouraged the city to keep dispatch services local and to continue exploring the idea of forming a Northern regional dispatch center rather than consolidating with the Wood County Sheriff's office.

EXECUTIVE SESSION

NA

ADJOURNMENT

07:56 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor

2025-6

RESOLUTION 2025-06 A RESOLUTION OPPOSING HOUSE BILL 335 AND URGING THE OHIO GENERAL ASSEMBLY TO REJECT LEGISLATION THAT ELIMINATES INSIDE MILLAGE AND TRANSFERS LOCAL BUDGETARY AUTHORITY TO COUNTY BUDGET COMMISSIONS; AND DECLARING AN EMERGENCY.

WHEREAS, House Bill 335 (HB 335), introduced in the Ohio House of Representatives as the “Property Tax Relief Now Act,” proposes sweeping changes to the property tax system in Ohio, including the elimination of unvoted inside millage for counties, municipalities, and school districts beginning in tax year 2025; and

WHEREAS, inside millage is a long-standing and vital source of revenue that supports the provision of essential local services such as police and fire protection, mandatory contributions to the Ohio Police & Fire Pension Fund, infrastructure maintenance, and parks and recreation without the need for voter approval; and

WHEREAS, HB 335 would centralize fiscal oversight by granting county budget commissions new authority to limit local property tax rates, review and revise municipal budgets, and reduce levies based on their determination of carryover balances—despite these commissions being largely unknown to the public and unelected by the residents they would impact; and

WHEREAS, the provisions of HB 335 would undermine the principle of local control by allowing a county-level body to override the budgetary decisions of locally elected officials and reduce revenues approved by voters or budgeted based on local priorities; and

WHEREAS, this legislation would create fiscal uncertainty for cities and villages across Ohio, many of which have responsibly managed their finances and rely on inside millage to fund operations without asking voters for additional taxes; and

WHEREAS, HB 335 imposes these changes without providing revenue replace by the state for municipalities, potentially threatening the delivery of basic public services and shifting the burden to income or sales taxes; and

WHEREAS, the City of Northwood supports meaningful, collaborative property tax reform, but believes HB 335’s approach is unbalanced and detrimental to the financial health and self-determination of Ohio’s local governments;

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

SECTION 1. The City Council hereby expresses its strong opposition to House Bill 335 and urges the Ohio General Assembly to reject this legislation in its current form.

SECTION 2. The City Council specifically opposes provisions in HB 335 that:

- (a) Eliminate municipalities’ authority to levy inside millage; and
- (b) Transfer budgetary authority from locally elected officials to unelected county budget commissions.

SECTION 3. The Clerk of Council is hereby directed to forward a certified copy of this resolution to members of the Ohio General Assembly representing the City of Northwood, Ohio Governor Mike DeWine, and local media outlets.

SECTION 4. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution 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.

2025-6

SECTION 5. This Resolution is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Resolution 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. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2025-7

RESOLUTION 2025-07 A RESOLUTION AUTHORIZING THE MUNICIPAL ADMINISTRATOR TO FILE AN APPLICATION(S) WITH THE TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS (TMACOG) RELATIVE TO A TRANSPORTATION ALTERNATIVES PROGRAM (TAP) AND/OR CARBON REDUCTION PROGRAM (CRP) GRANT; COMMITMENT OF FUNDS; AND TO DECLARE AN EMERGENCY.

WHEREAS, the U.S. Department of Transportation through ODOT and the Toledo Metropolitan Area Council of Governments (TMACOG) has committed resources to assist Ohio communities regarding pedestrian connectivity, congestion mitigation and air quality concerns along its roadways; and,

WHEREAS, the City of Northwood has developed a pedestrian connectivity plan with the city of Oregon to promote local and regional pedestrian connectivity, as well as to reduce congestion and improve safety; and,

WHEREAS, the City of Northwood would like to implement portions of the pedestrian connectivity plan through the development of new connectivity elements that align with said Plan.

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

SECTION 1. The Municipal Administrator is hereby authorized and instructed to file a grant application(s) for funding with TMACOG for the Transportation Alternatives Program and/or Carbon Reduction Program for an authorized commitment of an estimated \$_____ towards the project and to execute all documents pertaining to the acceptance thereof.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution 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 3. This Resolution is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Resolution 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.** **In Effect:** _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

RESOLUTION 2025-05 A RESOLUTION DIRECTING THE NORTHWOOD PLANNING COMMISSION TO REVIEW AND MAKE A RECOMMENDATION TO AMEND PART TWELVE (12) OF THE PLANNING AND ZONING CODE, OF THE NORTHWOOD CODIFIED ORDINANCES (NCO), AND DECLARING AN EMERGENCY.

WHEREAS, the City Council recognizes a need to for a Zoning text amendment in an effort to promote timely development, improve planning efficiency, and ensure that approved projects proceed in a predictable and consistent manner.

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

SECTION 1. That the Northwood Planning Commission shall review Section 1244.06(c) Conditional Uses, of the Northwood Codified Ordinances (NCO) and make recommendations to Northwood City Council.

SECTION 2. That the Northwood Planning Commission shall review Section 1250.12(e) Approval Void if Responsibilities Not Met, of the Northwood Codified Ordinances (NCO) and make recommendations to Northwood City Council.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution 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 Resolution is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Resolution 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.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



RECORD OF PLANNING COMMISSION ACTION

REGULAR MEETING OF: Monday, May 12, 2025

MOTION: The Northwood Planning Commission refers a request for a Zoning Text Amendment to the Northwood Codified Ordinances, specifically Section 1250.12(e) – *Approval Void if Responsibilities Not Met* and Section 1244.06(c) – *Conditional Uses* to Northwood City Council for consideration and to make a referral back to Planning Commission to approve, modify, or deny the following:

The changes proposed are as follows:

1. **Permit Application Deadline:** A requirement that all necessary permits must be applied for and received within one (1) year of the approval of the Final Site Plan.
2. **Project Completion Deadline:** A requirement that project construction must be completed within two (2) years of Final Site Plan approval.
3. **Extension Provision:** The applicant may apply for an extension prior to expiration of the one (1) year permit period or two (2) year construction period. The extension process and criteria for approval would be determined by the City.

The purpose of the proposed amendments is to promote timely development, improve planning efficiency, and ensure that approved projects proceed in a predictable and consistent manner.

We respectfully request that this zoning text amendment be referred to the Planning Commission, reviewed by the appropriate committees and scheduled for public hearing in accordance with the City's zoning and legislative procedures.

Motion moved to vote by Mayor Schimmel, seconded by Terry Kretz.

Commission Votes:

1. Chairman Matt Tewers; yes
2. Mayor Ed Schimmel; yes
3. Brad Delventhal; yes
4. Steve Delventhal; *
5. John Donegan; yes
6. Terry Kretz; yes
7. Terry Hartman, *

*absent from the meeting.

STATUS: Motion Passed: X

Motion Failed:

Amy Stribny

May 14, 2025



ITEM REPORT/DISCUSSION

REGULAR CITY COUNCIL MEETING ON: JUNE 26, 2025

ORDINANCE 2025-20 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER CITY OWNED PROPERTY IN THE BILTMORE GARDEN SUBDIVISION KNOWN AS LOTS 374, 375, 376 AND 377, TO THE NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY. *2nd Reading*

ADMINISTRATIVE SUMMARY

Transferring city-owned property to the Northwood CIC for a potential development.

ADMINISTRATORS RECOMMENDATION: *2nd Reading*

ORDINANCE 2025-20 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO TRANSFER CITY OWNED PROPERTY IN THE BILTMORE GARDEN SUBDIVISION KNOWN AS LOTS 374, 375, 376 AND 377,TO THE NORTHWOOD COMMUNITY IMPROVEMENT CORPORATION(CIC); AND DECLARING AN EMERGENCY.

WHEREAS, The City of Northwood is the owner of certain real property, specifically Lots 374, 375, 376 and 377 in the Biltmore Gardens Subdivision in the City of Northwood, Ohio; and

WHEREAS, The real property is not needed for municipal purposes; and

WHEREAS, Pursuant to Chapter 1724 of the Ohio Revised Code, and as authorized by Ordinance 2024-23, the Northwood Community Improvement Corporation (CIC) was designated by the City of Northwood as the City's agency for industrial, commercial, residential development and other charitable purposes.

WHEREAS, The City of Northwood wishes to convey the vacant lots to the Northwood CIC for purposes of allowing the CIC to pursue redevelopment of the parcels;

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

SECTION 1. That the city owned property known as Lots 374(M50-812-340310014000), 375(M50-812-340310014000), 376(M50-812-340310014000) and 377(M50-812-340310014000) in the Biltmore Gardens Subdivision, in Northwood, Ohio is hereby determined as no longer needed for municipal purposes by the City of Northwood.

SECTION 2. The Northwood City Council authorizes the City Administrator to execute all necessary documents in order to transfer city-owned property known as Lots 374(M50-812-340310014000), 375(M50-812-340310014000), 376(M50-812-340310014000) and 377(M50-812-340310014000) in the Biltmore Gardens Subdivision to the Northwood Community Improvement Corporation (CIC).

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. That this Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens, and further necessary for the timely transfer of the above described and currently vacant real property. This ordinance shall be in full force and effect immediately upon its adoption 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:_____

2025-20

25

Adopted this ____ day of _____, 2025 as an emergency measure. Effective:
_____, 2025

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



MORGAN ST

M50-812-340310010000

M50-812-340310011000

M50-812-340310012000

M50-812-340310013000

M50-812-340310014000

4433

110

WOODVILLE RD

4430

2025-21

ORDINANCE 2025-21 AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY ADMINISTRATOR TO ENTER INTO A CONTRACT WITH THE WOOD COUNTY SHERIFF'S OFFICE TO PROVIDE POLICE, FIRE AND EMERGENCY DISPATCHING SERVICES FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

WHEREAS, The Wood County Sheriff's Office has offered to provide police, fire, and emergency dispatch services for the City of Northwood.

WHEREAS, The Wood County Sheriff's Office is equipped and qualified to provide such services as outlined in the agreement attached hereto.

WEHREAS, The City of Northwood and Council finds it necessary and in the best interest of the City to authorize and direct the City Administrator to execute and administer such agreement.

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

SECTION 1. The City Administrator is hereby authorized and directed to enter into a contract with the Wood County Sheriff's Office for the purpose of providing police, fire, and emergency dispatching services to the City of Northwood as attached hereto as Exhibit A.

SECTION 2. 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 3. 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. In Effect: _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

CITY OF NORTHWOOD DISPATCH AGREEMENT

This Agreement entered into this day of _____, 2025, by and between the Office of Sheriff of Wood County, Ohio hereinafter called the "Sheriff," and the City of Northwood, Wood County, Ohio, hereinafter called the "City."

I. PURPOSE

WHEREAS, R.C. 311.29 permits a Sheriff to enter contracts with any City to perform police functions, exercise any police power, or render any police service on behalf of the City that it may perform, exercise, or render;

WHEREAS, the City currently utilizes and will continue to utilize the dispatch services of the Sheriff for fire and EMS calls free of charge;

WHEREAS, the City now desires to utilize the services of the Sheriff to dispatch police services of said City; and

WHEREAS, the Sheriff has agreed to provide dispatch services for police, fire, and emergency services of said City and acknowledges that the 9-1-1 and other dispatch and communications services performed for City pursuant to this Agreement replaces all such services now or previously performed by or on behalf of City.

NOW, THEREFORE, the parties, each in consideration of the promises made herein by the other, agree as follows:

II. SHERIFF'S RESPONSIBILITIES

The Sheriff agrees to provide police, fire, and emergency medical services (hereinafter referred to as "EMS") dispatch for the City and in connection therewith to perform all usual and necessary functions incident thereto as set forth below:

A. Dispatch Services.

1. Route dispatch communication services to the City through the Lucas County Emergency Services 9-1-1 radio system broadcasting on the 800-mhz system;
2. Receive, process and promptly transmit the appropriate City personnel all emergency calls for police, fire, and EMS services without preference on priority to other jurisdictions which receive dispatch services from the Sheriff;
3. Maintain and operate throughout the term of this Agreement a primary Public Safety Answering Point (PSAP) providing enhanced 9-1-1 services capable of providing enhanced wireline 9-1-1 in compliance with the guidelines established under Ohio Revised Code 128.021;
4. Receive, process and promptly transmit to the appropriate City personnel all roll-over and after-hour non-emergency calls to the published City non-emergency police telephone;
5. Monitor radio traffic and receive and transmit, as appropriate, radio calls from police;

6. Monitor the 3 fire and EMS talk groups in accordance with established protocols used by Rossford, Lake Township, and Northwood fire and EMS services when on active runs: 15-2, 15-3 and 15-4;
7. Obtain and provide all database information from LEADS and NCIC to City police;
8. Maintain all generated or created by the Sheriff's computer-aided dispatch or records management system, create and maintain all necessary records and logs related to call activity, dispatch services and response, and permit the City at all times to access and use such information.

B. Equipment

1. Provide, operate and maintain all hardware, software, phone and other transmission systems, radio and other equipment required to provide dispatch and communications services for City's police, fire, and EMS services;
2. Update Communications equipment, computer and software systems, dispatch procedures and capabilities as required by law and as otherwise reasonably required to perform the dispatch services in a prompt, efficient and professional manner.

C. Personnel

Hire, supervise, establish standards of performance, train, discipline, and perform all other duties relating to dispatch personnel and their delivery of services under this Agreement.

III. CITY'S RESPONSIBILITIES

The City agrees to:

- A. Use Sheriff's established police, fire and EMS protocols related to dispatching and use Buckeye State Sheriff's Association Radio codes and signals.
- B. Pay the actual costs and user fees to acquire, install, operate, and maintain all hardware, software, phone and other transmission systems, radio, computers, MDT's and other equipment, telephone line charges and radio user fees that are required specifically for City to receive police, fire and EMS dispatch and communications services from the Sheriff.
- C. Retain ownership of all equipment provided by the City during and after the term of this Agreement.
- D. Provide comments to the Sheriff concerning the performance of dispatch and communications personnel performing services under the terms of this Agreement.

IV. TERM OF THE CONTRACT

The Sheriff agrees to provide dispatch services on a twenty-four (24) hour per day, seven (7) days per week basis for an initial term of four (4) years, commencing at 12:01AM on _____ and terminating at 12:59PM on _____ unless earlier terminated in accordance with Section VIII. Following the initial term, this Agreement shall continue thereafter until terminated in accordance with Section VIII.

V. COMPENSATION FOR SERVICES

Gru

In consideration for the police dispatch and communication services provided to the City, the City agrees to pay Wood County in an amount estimated not to exceed \$154,199.04 in calendar year 2025 which includes the costs as listed below and as also set forth in Exhibit A, attached and incorporated as if fully rewritten herein:

- A. One-time start up fees and expenses of \$24,737.89 charged at actual costs based upon CentralSquare Enterprise and other vendor software applications and design features selected by City within 30 days of receipt of an itemized invoice from the Sheriff.
- B. Annual CentralSquare Enterprise and other vendor software maintenance fees and expenses charged at actual costs based upon CentralSquare and other vendor software applications and communications design features selected by City within 30 days of receipt of itemized invoice from the Sheriff, estimated not to exceed \$4004.00.
- C. Request the bill for and pay the actual costs, if any, of operating on and routing through the Lucas County Emergency Services 9-1-1 800mhz.radio system. If Lucas County bills such costs to the Sheriff, the City shall pay such costs, estimated not to exceed \$0.00 for calendar year 2025, within 30 days of receipt of an itemized invoice.
- D. Personnel costs for (2) Sheriff's Dispatcher II as set forth in Addendum A, attached hereto and incorporated as if fully rewritten herein. Addendum A may be revised to increase or decrease compensation due based on actual increases or decreases in personnel costs per union contract, which shall be effective as of the effective date of the increase or decrease. The Sheriff shall transmit a Revised Addendum A to the City within 14 days after notice of the increase or decrease. The Sheriff will invoice the City monthly for such personnel costs and payment is due on the first day of the following month, estimated at \$125,457.15 (\$16,727.62/month x 7.5 months) for the remainder of calendar year 2025.

VI. MODIFICATION

No change, modification or amendment of or waiver of any obligation under this Agreement will be enforceable unless set forth in writing and signed by each party.

VII. ASSIGNMENT

No party may assign any of its rights, interests, or obligations under this Agreement without obtaining the prior written consent of the other party.

VIII. TERMINATION

- A. During the initial term of this Agreement either party may terminate this Agreement in the event that the other party shall default in the performance of its material obligations under this Agreement, and the act of default is not cured within thirty (30) days after the defaulting party receives written notice from the non-defaulting party, which notice shall specify with particularity the claimed act(s) of default and actions reasonably required to cure the claimed default.
- B. Following the initial term of this Agreement, either party may terminate this Agreement by providing written notice to the other party at least six (6) months prior to the effective date of termination.

- C. In the event of termination, the compensation payable pursuant to Section V shall be prorated through the effective date of termination.
- D. Notwithstanding expiration or termination of this Agreement for any reason, this Agreement shall survive for the purpose of enforcing the duties and obligations of the respective parties subsequent to such expiration or termination.

IX. CONFLICT RESOLUTION

- A. During regular business hours the City shall attempt to resolve any problems involving dispatch or communications services by contacting the Sheriff's Communications Lieutenant as soon as possible.
- B. Unresolved or repetitive problems should be referred to the Sheriff's Operations Captain.
- C. Serious problems occurring after-hours that require immediate attention should be referred to the Sheriff's Communications Lieutenant or Communications Director.

X. CONTRACT PERFORMANCE REVIEW

- A. The parties shall meet upon the request of either party to discuss the parties' performance under this Agreement and any other matters relating to the provision of dispatch and communications services.
- B. In addition, the Sheriff agrees to meet in advance with the City to obtain its input on any future decisions regarding the provision of dispatch and communication services that may affect the delivery of such services to the City.

XI. RESPONSIBILITY

Each party agrees to be responsible for its own acts or omissions by and through itself or its agents, employees and contracted servants and each party further agrees to defend itself and themselves and pay any judgments and costs growing out of such acts or omissions, and nothing in this Agreement shall impute or transfer any such responsibility from one to the other.

XII. INDEPENDENT CONTRACTOR

The relationship of the parties to this Agreement shall be that of independent contractors. Nothing contained in this Agreement shall constitute or be construed to be or to create a partnership, joint venture, lease or other such relationship between the parties hereto.

XIII. MUTUAL AGREEMENTS

This Agreement shall be construed according to its fair meaning and as if prepared by all the parties.

This Agreement shall be binding upon, and the benefits inure to, the parties and their respective successors and permitted assigns.

Except as specifically set forth in this Agreement, none of its provisions are intended by the parties, nor shall they be deemed, to confer any benefit on any person not a party to this Agreement.

This Agreement may be executed in one or more original, facsimile or electronic counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

XIV. GOVERNING LAW

This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of Ohio and shall be deemed to have been entered in the State of Ohio.

XV. SEVERABILITY

If any provision of this Agreement or the application of any provision to any party of circumstance shall be held invalid, illegal or unenforceable, the validity, legality or enforceability of the other provisions hereof shall not be affected thereby, and there shall be deemed substituted for the provision at issue a valid, legal and enforceable provision as similar as possible to the provision at issue.

XVI. ENTIRE AGREEMENT

This Agreement sets forth the entire agreement and understanding of the parties with respect to the matters set forth herein and supersedes any and all prior agreements, arrangements and understandings among the parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be

CITY OF NORTHWOOD, OHIO

WOOD COUNTY SHERIFF

Sheriff Mark Wasylyshyn
WOOD COUNTY BOARD OF COMMISSIONERS

Craig L Hote

Dr. Theodore H. Bowlus

Doris I. Herringshaw, Ed.D.

Date

Date

Approved as to Form:

Approved as to Form:

Brian Ballenger
Solicitor

Paul A. Dobson
Wood County Prosecuting Attorney

Date

Date.

CERTIFICATION REGARDING THE AVAILABILITY OF FUNDS

I, _____, Fiscal Officer for the City of Northwood, Ohio, hereby certify that the money to meet this Agreement has been lawfully appropriated for the purpose of this Agreement and is in the treasury of _____ or is in the process of collection to the credit of the appropriate fund, free from prior encumbrance.

Total amount shall not exceed _____

Fiscal Officer

1	AVTEC Radio license and outpost fees (1 port)	\$ 2,732.52	-
---	---	-------------	---

*Assuming NW Fire utilizes talkgroup already in service by Rossford & Lake, only 1 radio need to be purchased. Kenwood Radios utilized so ANI and emergency data can be transmitted into the dispatch console. ***Billed at actual invoice.*

BACKUP SIMPLEX CHANNEL AT NORTHWOOD		ONE TIME FEE	
1	Amplex link to Offenhour	\$ 3,000.00	-
1	AVTEC Radio license fees	\$ 594.52	-
1	Outpost Radio Controller (2 ports)	\$ 2,275.00	

Assuming NW Fire utilizes talkgroup already in service by Rossford & Lake, only 2 (two) radios need to be purchased.

WILLMAN TECHNOLOGIES		ONE TIME FEE	
1	Installation and Equipment	\$ 3,000.00	

*Agency to use WCSO Radio vendor for installation and miscellaneous equipment in order to communicate with the Lucas County System. ***Billed at actual invoice.*

	\$ 18,477.89	\$ 2,108.00
--	--------------	-------------

updated 3/14/2019

Wood County Sheriff's Office

Northwood

Valid through 12/31/2020

Appendix C: Phone Radio Misc.

CAROUSEL Connection & Provisioning of three additional administration lines on the County's 911/Administrative Phone System

ONE TIME FEE

- 10 Labor unit hours at \$120.00 *Estimated* \$ 1,200.00
*Carousel will deliver to Wood County Sheriff's Office all software, hardware, installation and integration services, training required for the service project. *The three administration lines must be fully installed and tested by telephone provider. **Billed at actual invoice.*

ONE TIME FEE

- 3 Labor unit hours at \$120.00 *Estimated* \$ 360.00
Carousel will decommission remote location of VESTA and return equipment to Wood County.

WOOD COUNTY IT / NETMOTION MOBILES

ONE TIME FEE YEARLY MNT.

- 8 VPN Access (NetMotion / Server) *Estimated* \$ 600.00 \$ 600.00

*Agency key will be added to County Server. ***Billed at actual invoice.*

WOOD COUNTY IT / NETMOTION DESKTOP

ONE TIME FEE YEARLY MNT.

- 16 VPN Access (NetMotion / Server) *Estimated* \$ 1,200.00 \$ 1,200.00

*Agency key will be added to County Server. ***Billed at actual invoice. Agency may choose Point to Point Connection at their expense.*

HORIZAN DESKTOP RDP SERVICE

ONE TIME FEE YEARLY MNT.

- 1 Remote Acces to Wood Co. Desktop: 10 pack *Estimated* \$ 1,233.75 \$ 308.00

*VMWare Horizon 7 Standard. License added to County Server. ***Billed at actual invoice.*

KENWOOD CONTROL STATIONS

ONE TIME FEE

- 1 5000 Series Rf Deck 700-800mhz *VASU Estimate* \$ 2,282.10 -

providing all training, implementation, and other services needed for the Add-on agency implementation. Additional services are available from CentralSquare upon request and will be billed at the then-prevailing Professional Services rates

1		RMS PROJ MGT PROJECT MGNT FOR RMS	\$ 640.00	\$ 2,560.00
<i>Includes professional services from CentralSquare for management oversight and coordination with the Customer's PM, CS internal resources and any third party vendors. Includes coordinating with the customer's PM all CS related deliveries such as application software, implementation services, and scheduling of CS's resources with the customer.</i>				

1		MCT-PROF-ADD TECHNICAL SERVICES	\$ 1,600.00	\$ 1,600.00
---	--	---	-----------------------	-----------------------

	Sub Total	\$ 6,260.00	\$ -
		\$ 6,260.00	\$ 1,896.00

***Any additional hardware must be purchased separately.

reviewed 04/11/2025

Wood County Sheriff's Office

Northwood Estimate

Valid through 06/01/2019

CentralSquare Technologies

priced at 8 Mobiles and 16 work stations

QTY	Initial	PART NUMBER	PRODUCT DESCRIPTION	UNIT PRICE	ESTIMATED EXTENDED PRICE	ANNUAL MAINT.
MOBILES						
8		MCT CLIENT - T1	MCT CLIENT - DIGITAL DISPATCH	\$ 800.00	\$ 6,400.00	\$ 224.00
<i>Workstation license for the application software for the mobile unit allows the unit to receive and transmit digital (silent) dispatching, car-to-car and car-to-console messaging, premises and call information, magstripe reading (where available). It also performs local, State and NCIC queries, and receives search information and mugshots from RMS.*** Any additional hardware must be purchased separately.</i>						
		MCT-MFR-OFF-T1	MFR CLIENT BASE INCIDENT/OFFENSE	\$ 400.00	\$ -	
<i>The Incident/Offense Module provides the ability for officers to enter Incident Reports, Supplement Reports and Field Contacts on the mobile unit. Officers can also perform basic IBR or UCR edits on Incident Reports.</i>						
		MCT-MFR-MBLN-CLIENT-T1	MFR CLIENT MOBLAN VERSION	\$ 400.00	\$ -	
<i>Provides the ability for the officer to enter Incident Reports, Supplement Reports, Field Contacts and Supervisory Review on the agency's RMS LAN. Officers can also perform basic IBR or UCR edits on Incident Reports.</i>						
Sub Total					\$ 6,400.00	\$ 224.00
WORK STATION RECORDS						
		RMS AW T1	ADD'L RMS WORKSTATION LICENSE - EACH	\$ 1,500.00	\$ -	
<i>This is for an additional RMS workstation license.</i>						
		RMS MAP AW T1	ADD'T'L RMS MAP DISPLAY AND PIN MAPPING LICENSE EACH	\$ 200.00	\$ -	
<i>Provides the ability to pin map locations from SunGard's Records Management System searches and view multiple layers. Requires Mapping Geo-file generation and a license of the first map view. This requirement may be filled by mapping from CAD.</i>						
Sub Total					\$ -	\$ -
SERVER & INSTALLATION SERVICES						
1		RMS INST	RMS / MFR INSTALLATION SERVICES FOR ADD ON	\$ 1,400.00	\$ 2,100.00	-
<i>One and a half days of remote services for initial installation and set up of a new agency in the existing Wood County RMS and MFR system. Wood County has assumed responsibility for</i>						

Wood County Sheriff's Office

Northwood

Appendix A: Salary & Benefits

Salary and Benefits for Dispatcher II with 5 years /Family Coverage for 2025

Classification	Dispatcher II with 5 years	ANNUAL AMOUNT
Hourly Rate (2025)	\$29.35 (based on 40 hours per week)	\$ 61,048.00
Medicare**	.0145 x gross salary	\$ 885.20
O.P.E.R.S.	.14 x gross salary	\$ 8,546.72
Workers' Compensation	.01151 x gross salary	\$ 702.66
Health andRx Insurance	\$1838.44 per month (90% of Premium)	\$ 22,061.28
Vision Insurance	\$20.64 per month (90% of Premium)	\$ 247.68
Dental Insurance	\$74.86 per month (90% of Premium)	\$ 898.32
Life Insurance	\$8.76 per month (100% of Premium)	\$ 105.84
Sick Leave Earned	120.00 Hours	\$ 3,522.00
Vacation Earned	80.00 Hours	\$ 2,348.00
		\$ 100,365.70

**Medicare rate applies to employees hired after March 31, 1986

***Based on a completed year of service and following Wood County's Policy and Procedures.

**** Insurance as single, not family

updated 01/02/2020

Wood County Sheriff's Office

Northwood Estimate

Valid through 12/31/2020

Appendix D: Breakdown

DESCRIPTION	Initial Cost	Annual Maintenance / Cost
2 Dispatcher plus benefits and any negotiated contract raise		\$ 200,731.40 <i>Billed Monthly @ \$13,160.57</i>
3 Forward phone lines from Northwood Telco provider to WCSO per year <i>If Buckeye, this is an easy process to port numbers to County DID.</i>	TBD	TBD
3 Possible Cancel of the telco lines above. Savings TBD	Savings TBD	Savings TBD
CentralSquare Purchase & Maintenance <i>Estimated</i>	\$ 6,260.00	\$ 1,896.00
From Appendix B <i>Estimated</i>	\$ 18,477.89	\$ 2,108.00
Training for Northwood employees on RMS/MDT/MFR Classes conducted at Wood County SO <i>No Charge</i>	\$ -	\$ -
ESTIMATED TOTALS	\$ 24,737.89	\$ 204,735.40

***Wood County Sheriff's Office requests 4-6 months from Agreement Date to Implement services.**

*Northwood shall pay the actual costs and user fees to acquire, install, operate and maintain all hardware, software, phone and other transmission systems, radio and other equipment, telephone line charges and radio user fees that are specifically required in order for the Sheriff to provide police, fire and emergency medical service dispatch and communications services for Municipal police, fire, and emergency medical services. Northwood shall also pay for the cost of all telephone line charges and radio usage fees that are specifically required to dispatch for Northwood.

***Radio Language will be BSSA codes.**

*To prevent confusion and concerns of safety, the Communications Center will be referred to as "Wood County " on all radio transmissions. Channels and will wait to be acknowledged before traffic is transmitted.

***Wood County Sheriff's Office uses LEADS for Ohio and National CJIS databases.**

*Rossford Contract attached will be essentially the same for Northwood, except for estimated figures.

4/11/2025

2025-18

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES.

WHEREAS, The Northwood City Council desires to amend Section 618.16 of the Northwood Codified Ordinance (NCO) titled Proximity of Animals to Residences.

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

SECTION 1. That Northwood Codified Ordinance Section 618.16 shall be amended as follows provided hereinafter in Exhibit A attached.

SECTION 2. All other sections of Chapter 618 of the Northwood Codified Ordinances not thereinbefore 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 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:___
Vote to amend:	For:___ Against:___ Abstain:___
Vote to adopt as amended:	For:___ Against:___ Abstain:___

Adopted this ____ day of _____, 2025. In Effect: _____
ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



ITEM REPORT/DISCUSSION

REGULAR CITY COUNCIL MEETING ON: JUNE 26, 2025

ORDINANCE 2025-18 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES. *3rd Reading*

ADMINISTRATIVE SUMMARY

After further review of the proposed amendments to Chapter 618.16 – Proximity of Animals to Residents, as outlined in this ordinance, it was determined that additional revisions were necessary to avoid any conflict with existing zoning requirements of accessory structures and prevent potential confusion. The updated changes have been highlighted for clarity.

The ordinance will require final adoption as amended.

ADMINISTRATORS RECOMMENDATION: *3rd Reading*

618.16 PROXIMITY OF ANIMALS TO RESIDENCES.

(a) No person shall raise, keep, or harbor any horse, cow, sheep, goats, swine, chickens, geese, ducks, or any other fowl or animal, or any number hereof, within 200 feet of a residence property line.

(1) Notwithstanding subsection (a), the keeping of chickens (hereinafter "hens") may be permitted within 200 feet of a residence property line only under the following conditions:

- A. No more than six (6) hens shall be kept on a residential property; roosters are prohibited.
- B. Hens must be confined in a secure, well-ventilated coop and fenced run at all times.
- C. Coops and runs must be located in the rear yard. Coops or cages shall be kept at least twenty-five (25) feet from the door or window of any dwelling or occupied structure other than the owner's dwelling. Coops and cages shall not be located within ~~five (5) feet~~ eight (8) feet of a side-yard lot line, ~~nor within eighteen (18) inches of a rear yard lot line~~. Coops and cages shall not be located in the front yard. Free-range hens shall not be permitted within the City of Northwood. Coops and runs must be entirely removed from the property within thirty (30) days of removal of hens.
- D. The coop and outdoor enclosure must be kept in a sanitary condition and free from offensive odors. The coop and outdoor enclosure must be cleaned on a regular basis to prevent accumulation of waste.
- E. All feed shall be stored in rodent-proof containers and animals must not be fed in a manner likely to attract rodents, such as dispersing the feed on the ground.
- F. No slaughtering of chickens shall occur in the line of vision of any neighboring properties.

~~G. Zoning permit requirements for accessory buildings and fences are applicable.~~

(b) As used in this section, the term "horse" includes pony, donkey, and all other equine animals as set forth in Ohio R.C. 959.16.

(c) The provisions of this section shall not apply to domesticated dogs and cats which are not permitted to run at large, nor shall such provisions be applicable to mercantile establishments engaged in the sale of fowl, cattle, sheep, or swine for human consumption.

(d) No person being the owner or having charge of any horse, while riding or leading such horse along the streets of the City shall allow the same to go upon any of the sidewalks or in any way to impede the free use of the sidewalks within the City.

(e) Whoever violates any of the provisions of this section is guilty of a minor misdemeanor and shall be subject to the penalty provided in Section 698.02.

2025-19

ORDINANCE 2025-19 AN ORDINANCE AUTHORIZING THE CITY ADMINISTRATOR TO RENEW A CONTRACT WITH THE NORTHWOOD LOCAL SCHOOL DISTRICT TO PROVIDE THE DISTRICT WITH A “SCHOOL RESOURCE OFFICER (SRO)” PROGRAM FOR THE 2025-2026 SCHOOL YEAR;AND DECLARING AN EMERGENCY.

WHEREAS, the City of Northwood Police Department and the Northwood Local School District desire to establish a “School Resource Officer” program within the Northwood Local School District.

WHEREAS, the School District and the Northwood Police Department desire to set forth in the attached Contract (Exhibit “A”) the specific terms and conditions of the services to be performed and provided by the SRO in the School District.

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 renew the Contract with the Northwood Local School District for services to provide a “School Resource Officer” for the 2025-2026 school year to the School District as shown on the attached contract Exhibit “A”.

SECTION 2. 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 3. 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. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

SRO/ DARE Contract Work Sheet

2025-2026

Base Wage	\$33,739.20	2025 wages @	\$38.34	per hour x	22	40	hour weeks		
	\$49,224.00	2026 wages @	\$41.02	per hour x	30	40	hour weeks		
Holiday OT	\$460.08	Columbus Day	\$38.34	per hour x	8	hours x	1.5	(OT Rate)	
Shift Differential	\$27.15	Afternoon Shift	\$0.30	per hour x	181	hours	per year x	0.5	hours per day
Longevity Pay	\$504.00	Service Years	12	x	\$42.00	per year			
Healthcare	\$28,371.47	SRO & Family	Estimated by finance department						
Dental	\$2,415.00	Estimated by finance department							
Life Insurance	\$78.00								
OP&F Pension	\$16,371.11	\$83,954.43	x	19.50%					
Worker's Comp	\$1,470.46	\$83,954.43	x	1.7515%					
Medicare	\$1,217.34	\$83,954.43	x	1.45%					
Uniforms	\$450.00								
Labor Costs	\$134,327.81								
DARE Training Materials	\$1,000.00	Classroom materials							
DARE/ SRO Conference	\$750.00	7/7/2025							
DARE Grant from AGO	\$3,583.00	DUP/ DARE Grant from AGO subtracted							
Total Cost	\$132,494.81								
City Cost	\$66,247.41								
School District Cost	\$66,247.41								

SCHOOL RESOURCE OFFICER CONTRACT 2025- 2026

This Contract is made, this 19th day of May, 2025, by and between the NORTHWOOD LOCAL SCHOOL DISTRICT (hereinafter "School District"), and the NORTHWOOD POLICE DEPARTMENT (hereinafter "Police Department :) as follows:

WHEREAS, the Police Department agrees to provide the School District a School Resources Officer (SRO) Program in the School District; and

WHEREAS, the School District and the Police Department desire to set forth in this SRO Contract the specific terms and conditions of the services to be performed and provided by the SRO in the School District;

NOW, THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. **Goals and Objectives**

The School Resource Officer (SRO) program is designed:

- A. To reduce and prevent school-related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure and orderly learning environments for students, teachers and staff.
- B. To foster educational programs and activities to increase student knowledge of and respect for law and law enforcement agencies;
- C. To enable swift and cooperative action in responding to major disruptions and criminal offenses on campus; and
- D. To facilitate reporting of serious crimes committed on campus and cooperation with law enforcement officials investigating of such crimes.

2. **Cost of the SRO Program**

- A. The cost of the SRO Program will be split evenly (50%) between the City of Northwood and the School District for the yearly wages, and benefits for one (1) officer plus the 2025/ 2026 D.A.R.E & SRO training cost.

The labor cost will be \$134,327.81, training cost will be \$750, and D.A.R.E. materials will be \$1,000. See the attached cost breakdown sheet for further information. Also, the 2025/ 2026 D.A.R.E. grant award amount of approximately \$3,583.00 will be evenly crediting between the parties.

Therefore, the City's portion is **\$66,247.41** and the School District's portion is **\$66,247.41**.

3. **Employment of School Resource Officer**

- A. The Police Department will assign one SRO to the School District.
- B. The SRO will be a Police Department employee. Except as specifically stated in this Agreement, the SRO shall be subject to the administration, supervision, and control of the Police Department.
- C. The SRO shall be subject to all personnel policies and practices of the Police Department.
- D. The Police Department, in its sole discretion, shall have the power and authority to hire, discharge, and discipline the SRO.
- E. A joint committee composed of representatives of the Police Department and the School District shall review eligible candidates and make an employee recommendation for the SRO position to the Chief of Police who shall assign such officer. If the Superintendent is dissatisfied with the SRO, then the Superintendent may request that the Chief of Police assign a different officer as the SRO for that School District. Additional expenses will be incurred by the School District for reassignment and training for a newly assigned officer.

4. **Work Year and Hours**

- A. SRO will work on campus when students are required to be present. The School District will provide the school calendar (maximum 181 days) to the Police Department as soon as it is available.
- B. SRO will not work more than 40 hours per week without prior approval by the Police Department. Any overtime cost associated with approved additional work shall be responsibility of the School District.
- C. It is understood and agreed that time spent by the SRO attending in-service training, court, and/or criminal cases arising from and/or out of their employment as an SRO shall be considered as hours worked under this Agreement.
- D. In the event of an emergency, if the SRO is ordered by the Police Department to leave their school during normal duty hours as described above and to perform other services for the Police Department, then the time spent shall not be considered hours worked under this Agreement. In such an event, the compensation paid by the School District to the Police Department shall be reduced by the number of hours of SRO service not provided to the School District or the hours shall be made up in a manner determined by mutual agreement of the parties.

- E. In the event an SRO is absent from work, the SRO shall notify the Police Department who in turn will notify the School District. The Police Department will assign another police officer, if available, to substitute for the SRO who is absent beginning with the sixth consecutive day of absence.
- F. Except as expressly agreed to in writing by the School District, the SRO will schedule vacations, personal and compensatory time-off on days when school is not in session.

5. **Qualification of School Resource Officer**

The SRO must:

- A. Be a Patrolman with 2 years or more of Law enforcement experience;
- B. Possess sufficient knowledge of applicable federal and state laws, city ordinances and Board of Education policies and regulations;
- C. Be capable of in-depth criminal investigations;
- D. Possess an even temperament and set a good example for students;
and
- E. Possess communication skills that enable the SRO to function effectively with the school environment.

6. **Duties of School Resource Officer**

The SRO's duties will include, but not limited to, the following:

- A. Protect lives and property of Northwood's students, employees, and visitors:
- B. Enforce federal, state, and local criminal laws and ordinances plus assist School District officials with enforcing Board of Education policies and administrative regulations regarding student conduct:
- C. Investigate criminal activity occurring on or adjacent to school property:
- D. Be a visible, active law enforcement figure on campus dealing with law enforcement matters and school code violations originating on the campus.
- E. To make appearances before boards, parent groups, and other groups associated with the School District and as a speaker on a variety of requested topics, particularly drug and alcohol abuse.
- F. To be a resource for teachers, parents, and students for conferences on an individual basis dealing with individual problems or questions, particularly in the area of substance control.

- G. Teach the D.A.R.E. curriculum.
- H. Counsel School District students, when requested by the Superintendent or his/her designee or parents:
- I. Assist other law enforcement officers with outside investigations concerning School District students:
- J. Provide security or assist with security for extra-curricular activities on campus when available and requested:
- K. Provide, when needed and available, traffic control during arrival or departure of District students:
- L. Participate in School District monthly meetings if requested:
- M. The SRO will share information with the Superintendent or designee about persons and conditions that pertain to campus safety concerns provided not privileged or confidential: and
- N. The SRO will coordinate all of his/her activities with the Superintendent or designee and will seek permission, guidance, and advice prior to enacting any new programs within the school.

7. **Chain of Command**

The SRO will follow the chain of command set forth in the Police Departments Policy Manual. The SRO will coordinate and communicate with the Superintendent or designee.

8. **Training**

The Police Department will provide the SRO with appropriate in-service training as required for all peace officers per the Ohio Peace Officer Training Commission.

9. **Uniform**

SRO must wear departmental issued uniforms except where business attire is required.

10. **Equipment**

- A. Police Department will provide the SRO with the same equipment issued to all other officers.
- B. The SRO will wear their department authorized duty weapons in accordance with department policy.

- C. The School District will provide the SRO with an office accessible to students, a computer, printer, fax machine, phone with voicemail and customary office supplies and forms.

11. **Transportation of Students**

- A. The SRO shall not transport students in Police Department vehicles except:
 - (1) When the students are victims of a crime, under arrest, or some other emergency circumstances exist; and
 - (2) When students are suspended and/or sent home from school pursuant to school disciplinary actions, if the student's parent or guardian has refused or is unable to pick up the child within a reasonable time period and the student is disruptive/disorderly and his/her continued presence on campus is a threat to the safety and welfare of other students and school personnel.
- B. Students shall not be transported to any location unless it is determined that the student's parent, guardian, or custodian is at the destination to which the student is being transported. The SRO shall not transport students in their personal vehicles.
- C. The SRO shall notify school personnel upon removing a student from campus.

12. **Investigation, Interrogation, Search and Arrest Procedures**

- A. If a serious crime is committed on campus or at a school activity, the superintendent or designee, with the assistance of the SRO will question witnesses to determine whether a crime was committed and who committed the crime. The SRO is authorized to question or interview any student at school who may have information about criminal misconduct or a violation of school conduct policies. Except in the case of emergency, interviews will be conducted in cooperation with and in the presence of School District officials.
- B. The SRO may question the person suspected of committing a crime. The suspect generally will not be arrested or placed in custody during the initial interview. The SRO will inform the suspect of the purpose of the investigation and give the suspect the opportunity to present his/her knowledge of the facts. If the suspect wishes to remain silent, to contact his/her parents or attorney or to end the interview, questioning will cease and the suspect's request will be granted unless there is reasonable cause to detain the suspect for questioning.
- C. Whenever the SRO detains, places in custody, or arrests a student, he or she will advise the student before further questioning:

1. That he or she has the right to remain silent;
2. That anything he or she says can be used against him or her in a court of law;
3. That he or she has the right to have a parent, guardian or custodian present during questioning;
4. That he or she has the right to speak with an attorney before the SRO asks questions and has a right to have his or her attorney present with him or her during questioning;
5. That if he or she cannot afford to hire an attorney, one will be appointed by him or her by the court before questioning if desired; and
6. That if he or she decides to answer questions without an attorney present, he or she will have the right to stop answering questions at any time;
7. He or she has the right to stop answering questions until he or she speaks to a lawyer;
8. The SRO will also follow any specific state laws and policies that govern interrogations by peace officers with or without parents present.

13. **Search Procedures**

- A. If School District Officials have reasonable suspicion that a search of a student or student's possessions will uncover evidence that the student has violated or is violating the law or rules of the school, the school official may search the student's pockets, purse, book bag, desk, locker, or any other similar location within the student's control. The SRO shall, upon request of the school official, assist with the search to protect the safety of all persons involved. If the search uncovers evidence of criminal misconduct, the evidence may be held for or turned over to the SRO.
- B. Strip Searches are not permitted.

14. **Arrest Procedures – School Related Crimes**

- A. As for school code violations, the SRO will take the student to the principal's office for discipline to be meted out by school officials.
- B. If the crime committed is not a threat to the student or others, the SRO will report the matter to and follow-up with the Wood County Juvenile Prosecutor's Office for charges, if warranted.

- C. If a student commits a serious crime, he or she will be taken into custody and transported to the Wood County Juvenile Detention Center and brought before the Juvenile Court. The School District will notify parents immediately if a student is arrested.

15. Access to Education Records.

- A. School officials shall allow the SRO to inspect and copy any public records maintained by the school to the extent allowed by law.
- B. If some information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, school officials shall disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety; the need of the information to meet the emergency situation and the extent to which time is of the essence.
- C. If confidential student record information is needed by the SRO, but no emergency situation exists, the information may be released only as allowed by law.

16. Term of Agreement.

The Term of Contract shall be for one year commencing on the 1st day of August 2025, and terminating on the 31st day of July, 2026.

This Contract may be terminated by either of the Parties upon one hundred twenty days written notice to the other party.

For the School District:

For the City:

Misty Rodriguez
Board of Education President

City Administrator

Date: 5-19-25

Date: _____



MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: JUNE 26, 2025

FIRE:

Chief Whitmore presented the recommendation to hire Zachary Moore as a part-time firefighter-paramedic.

Chief Whitmore presented the recommendation to hire Myles Rodriguez as a part-time firefighter-paramedic.

Chief Whitmore recognized Firefighter-Paramedic Todd Metcalf for his dedicated service. Todd recently retired from the Northwood Fire Department after more than 29 years of service to the community.



CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: JUNE 26, 2025

PROJECT UPDATES

Project Name	Project Budget	Current Status	Key Changes Since Last Meeting
The Enclave	N/A	Construction	Waiting for sensor to be installed on irrigation system
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Design	Finish plans by end of June & submit to ODOT for approval. Bid after approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	In Design	Waiting for 100% design plans from DRG to review. Construction to be later in 2025.
NNC	N/A	Warranty Work	We contacted contractor about replacing the bad sidewalk sections and waiting for the date when the sidewalk will be fixed.
ODOT	N/A	Misc. Item	ODOT is working on traffic sequencing traffic signals on Woodville Rd. and Curtice Rd.
ODOT	N/A	Misc. Item	ODOT performed a traffic safety study at Fostoria Rd. and Williston Rd. (SR 579) and recommended a roundabout to be 100% funded by ODOT and grants. ODOT later this year will perform a traffic safety study at Bradner Rd. and Williston Rd. (SR 579)
Wolf Creek Court Drainage Improvements	\$261,775.00	Construction	Contractor indicated that work will begin no later than Sept. 1, 2025.
West Andrus Road Pavement Improvements	\$405,060.12	Construction	Contractor indicated that work will begin no later than Sept. 1, 2025
Northwood 2025 Pavement Resurfacing Improvements	\$513,745.00 Base Bid	In design	Motion to advertise. Start to advertise on July 2 and open bids on July 16. Added sidewalk alternates along Oregon Rd. as part of bid. Need motion this meeting to advertise.

ISSUES REQUIRING COUNCIL ATTENTION

Motion to advertise for Bids

Project Name	Bid Opening Date
Northwood 2025 Pavement Resurfacing Improvements	7/16/2025

Motion to Award Contract

Project Name	Contractor	Bid Amount
--------------	------------	------------