

June 26, 2025

City of Northwood
Regular City Council Meeting Minutes

CALL TO ORDER

The Regular meeting of the Northwood City Council was called to order by Mayor Schimmel at 07:00 PM on June 26, 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, and City Attorney Brian Ballenger.

APPROVAL OF MINUTES

June 12, 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:** Councilor Louis Fahrbach
RESULT: *Passed (6-0)*

PRESENTATION

PUBLIC COMMENT

1. Chris Hilding 7336 Wales Road - Stated he is a dispatcher with 23 years of experience and has been a city employee since the start of the pandemic. He emphasized the value of local dispatch, both in terms of public safety and community trust and highlighted the public support for the service when previous discussions about outsourcing occurred. He asked what tangible benefits the city would receive from outsourcing and expressed concern that the city had not conducted updated feasibility studies or research before bringing the proposal forward again, now as an emergency ordinance, just seven months after the issue was previously dropped. Chris questioned the claimed cost savings, noting that the city’s current dispatch budget is \$529,000, with \$405,000 of that for salaries. While the Wood County Sheriff’s Office has now quoted \$204,000 annually, Chris noted that the police department would still need to retain 2 records clerks and would require the same equipment minus the 9-1-1 line, meaning true savings may be overstated.
Call volume data was presented:
Wood County handled 141,881 calls for service in 2024 for all of their agencies. Rossford PD (an agency dispatched by WC) performed 8,379 calls for service, yet now pays \$200,000 annually. In comparison, Northwood PD handled 19,357 calls in 2024, with the potential to increase as development continues. Chris raised the question of how Northwood would be charged roughly the same amount as Rossford for services, yet has double their call volume. This raised concerns that Northwood’s costs could rise significantly in the future without a contractual cap. He warned that losing local dispatch would result in the loss of institutional knowledge, reduce responsiveness, and make reversing the decision expensive and difficult.
Chris challenged claims made at previous meetings and in distributed materials, particularly the assertion that 90% of calls are already dispatched by Wood County, stating his research showed that 20,945 calls came through on the Northwood Police Departments Non-emergency line and 1,500 on the 9-1-1 line, meaning about 7% came through county 911. The claim that Northwood would be required to provide Emergency Medical Dispatch (EMD) was also disputed; as Chris stated he found no legislative requirement for Northwood to do so. Chris argued the city is financially capable of maintaining dispatch, citing publicly available data showing the city took in over \$8 million in revenue last year—\$1 million more than the previous year. He urged Council to ensure full transparency and factual accuracy, and to avoid decisions based on misinformation or pressure, stating that citizens deserve all the facts before such a significant decision is made.
2. Cody Dunbar 175 W. Andrus - Spoke in support of the proposed amendment to the criminal ordinance related to keeping chickens within the city. He asked council to give it a chance emphasizing that keeping chickens would still be subject to regulation if issues arose. He noted that opposition voiced at a previous meeting appeared to come from residents in HOA communities, which have restrictions that would override city ordinances, meaning passage would not impact those areas. He stated he has heard minimal negative feedback overall and pointed out that some residents may already be keeping chickens quietly, without complaints or enforcement action. Cody recommended that if problems develop, the city could revisit the issue or implement enforcement measures later, but asked that the ordinance be allowed to move forward for now. Lastly, he acknowledged this was the third reading of the ordinance and expressed appreciation for Council's consideration, stating that even if a fourth or fifth reading were needed, they were thankful for the time being taken to address it.
3. Ron Albright 2510 Revilla - Spoke in opposition of the chicken ordinance stating he does not believe chickens are appropriate for the city and questioned the level of public support for the ordinance. He asked Council if any members had been approached by residents—aside from the previous speaker—requesting to keep chickens, and expressed doubt that widespread interest exists. He warned that allowing chickens could set a precedent, potentially leading to requests for other animals, such as goats, asking rhetorically, “Where is it going to stop?” Mr. Albright emphasized that with a city of roughly 5,000 residents, more people should be speaking up either in

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favor or against before Council acts. He concluded that if only one or very few individuals are pushing for the change, it may not be appropriate for Council to move forward with the ordinance.

4. Lariss Lovett 2139 Maryland Pl. - Stated she agreed with Cody Dunbar regarding keeping of chickens.

5. Carol Albright 2510 Revilla - Mrs. Alright speaker acknowledged a previous dispatcher's remarks had already summed up many of her concerns. She questioned the timing of the July 2nd Council meeting, suggesting it was intentionally moved up to coincide with the Sheriff's availability and to align with Summer break adjustments made at the May 8th meeting. She found it suspicious that this year's break starts earlier than last year's, and only after that meeting was the Sheriff's availability cited. The City Administrator stated that the meeting with the Sherriff was set a day or two before it was announced because that is what his availability allowed. She challenged the financial data presented in a flyer handed out at the last Council meeting, specifically a claim that the city would lose \$206,816 from the Local Government Fund and clarified this loss occurs over multiple years, not in a single year as implied in the flyer. She also questioned why Northwood would be paying more than Rossford for the same dispatch service, noting Rossford brings in \$13 million annually, compared to Northwood's \$8 million, and has larger call generators like Amazon and Meijer. Regarding EMD (Emergency Medical Dispatch) requirements, she corrected the city's claim that such requirements would be coming "in the next few years." stating that EMD training has been mandated in Ohio since 2016, with further requirements established in 2019 for 911 call centers. She referenced Ohio Administrative Code 5507-1-09 and stressed that Northwood is not a primary PSAP, meaning it does not require EMD certification. She concluded by urging Council to be honest and transparent, especially when distributing information to the public and to members who will be voting on critical issues like this ordinance.

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton - Next Meeting: 6/26/25 @ 6:45pm

Discussed Ordinance 2025-20; Transfer of lots 374,375,376 and 377 (former Clark Station) to the Northwood CIC and repurposing the property into a paved food truck lot. The ordinance is on the agenda and the Committee made the recommendation to move forward with the ordinance. Additionally, the City Administrator gave an update on projects going on in the city. The next meeting will be as needed.

Finance Councilor Louis Fahrbach

No Report.

Recreation Board Councilor Jim Barton

No Report.

Safety Councilor Mark Stoner

No Report.

Tree Commission Councilor Michael Melnyk

No Report.

Service Councilor Dean Edwards

No Report.

Parks, Rec & NCC Councilor Pat Huntermark

Basketball courts have been installed at Brentwood and just waiting on the lines to be painted.

Committee of the Whole Council President Kozina

No Report.

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 - Kozina

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 - Kozina

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.

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2nd Reading - Huntermark

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 - Melnyk

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 - Kozina

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

Councilor Melnyk expressed concerns about the enforceability of the proposed ordinance amendments, despite acknowledging that the language was well written. Specifically, he raised the issue of practical enforcement, noting that they did not want police officers to be burdened with measuring exact distances (e.g., ensuring something is 8 feet from a property line).Councilor Fahrbach asked for clarification on the 90-day timeframe, to which Councilor Melnyk responded that it would give adequate time to work through possible solutions and potentially revise the language to ensure it is enforceable.

MOTION: Councilor Melnyk made a motion to table Ordinance 2025-18 for 90 days ; seconded by Councilor Stoner. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; No: None; Abstain: None

RESULT: Passed (7-0) Ordinance 2025-20 Tabled for 90 Days.

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.

MOTION: Councilor Edwards made a motion to Move on Final Adoption; 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 (7-0)

MAYOR Mayor Schimmel

Mayor's Report

FIRE:

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

MOTION: Councilor Stoner made a motion to hire Zachary Moore as a part-time firefighter-paramedi seconded by Councilor Huntermark. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Counc Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Counc Stoner; No: None; Abstain: None

RESULT: Passed (7-0)

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

MOTION: Councilor Melnyk made a motion to hire Myles Rodriguez as a part-time firefighter-parame seconded by Councilor Huntermark.ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Counc Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; No: No Abstain: None

RESULT: Passed (7-0)

Chief Whitmore recognized Firefighter-Paramedic Todd Metcalf for his dedicated service. Todd recently reti from the Northwood Fire Department after more than 29 years of service to the community. Ma commended his service and noted that a retirement event may be planned at the fire department.and invi Todd to attend a Council meeting for recognition if he chose to do so.

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

TOPIC/ ITEM	DISCUSSION
Resolution 2025-05	Resolution 2025-05, which refers proposed zoning text and map amendments to the Planning Commission, is currently scheduled for a second reading on the upcoming agenda. In order for the matter to be

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considered by the Planning Commission at their July 14th meeting, the resolution will need to be adopted as an emergency at the next council meeting.

The Planning Commission meeting has already been advertised to meet public notice requirements. Should the Commission issue a recommendation at that meeting, a public hearing must be held within 40 days in accordance with the deadlines set by the NCO.

To accommodate this timeline, we recommend scheduling a Special Council meeting for the required Public Hearing on or before August 21st or rescheduling the August 28th Regular Council meeting to August 21st and having both the Public Hearing and Regular Council meeting on that day.

MOTION: Councilor Stoner made a motion to **move the August 28th meeting to August 21st** ; seconded by Councilor Edwards. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

A question was asked about the former BP station and removal of branding. Administrator Laughlin stated the property owner was required to remove the branding by BP Corporate as the location was in violation of a previous franchise agreement. A proposal for redevelopment was previously brought before the Planning Commission earlier this year, but it now appears that those plans are unlikely to move forward. The city contacted BUSTR (Bureau of Underground Storage Tank Regulations), the state agency overseeing underground fuel tanks. BUSTR issued a notice of violation in May, and as of earlier this week, the owner has met all the requirements of that notice. There is currently no known leakage, and the site remains under monitoring. The owner has six months to complete an inspection to determine whether the tanks are cleared or returned to use. If the owner fails to comply within that timeframe, BUSTR may require removal of the tanks.

CITY FINANCIAL REPORT(S)

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
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
MOTION: Councilor Stoner made a motion to Approve ; seconded by Councilor Barton. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner; No: None; Abstain: None RESULT: <i>Passed (7-0)</i>		

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

No Report.

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

City Engineer's Report
City Administrator Laughlin gave the City Engineer's Report/Project Update
The Enclave: Waiting for sensor to be installed on irrigation system
Wolf Creek Court Drainage Improvements and West Andrus Road Pavement Improvements: Contractors indicated that work will begin no later than Sept. 1, 2025.
Northwood 2025 Pavement Resurfacing Improvements: Includes Chantilly Rue, Anderson and 2 alternate bids for ORegon Rd. sidewalks and Mary Ave. Plan to start to advertise on July 2 and open bids on July 16. Request for motion to advertise for bids.
MOTION: Councilor Huntermark made a motion to **advertise for bids for the Northwood 2025 pavement resurfacing improvements**; 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 (7-0)*

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NEW BUSINESS

NA

OLD BUSINESS

NA

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

1. Carol Alright 2510 Revilla - Stated this is her final comment on the streetlight matter, as she had received a follow-up call from Finance Director Ken. Ken informed her that he is actively working with the Wood County Auditor's Office to resolve the issue where Dalling Drive is split between Greenway and Turnberry subdivisions. The goal is to reassign residents in Turnberry to be charged under Greenway for streetlight assessments. Ken has also been in contact with Toledo Edison and is now working with a representative on correctly billing for streetlights, including new lights on East Plaza near the new homes. Streetlights in Cedar Creek. Mrs. Albright commended Ken for his communication and efforts, stating, "Good job, Ken."
2. Shannon MacDonald 5951 Corduroy - Shannon addressed Council to express concerns about how the potential outsourcing of dispatch services is being handled in relation to city staff. She voiced strong support for Northwood's dispatchers and stated that the process has lacked transparency. She criticized Council for making decisions that impact employees' jobs without directly informing those affected and emphasized that dispatchers should not have to learn about the status of their employment through City Council meetings. Instead, she stated that Council should have coordinated with the Police Chief to hold a meeting with dispatch staff to discuss the matter openly. Mrs. MacDonald concluded by expressing disappointment in the approach taken, calling it "crappy" and unfair to employees whose jobs and livelihoods are on the line.

EXECUTIVE SESSION

Councilor Stoner made a motion to go into Executive Session at 7:31pm with Mayor, Council, City Attorney and City Administrator to discuss collective bargaining and land acquisition; 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
MOTION: Passed

The meeting was called back to order at 7:51pm and the roll was called by Council Clerk Popovitch. Those in attendance were as follows: Mayor Schimmel, Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Barton, Council President Kozina, Councilor Stoner City Administrator Kevin Laughlin, and City Attorney Brian Ballenger.
No action taken.

ADJOURNMENT

07:51 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor