



**SAFETY COMMITTEE MEETING**

**Thursday, September 11, 2025 at 6:30 PM**

Access meeting materials and information via the Northwood, Ohio Public Portal:  
<https://northwoodoh.portal.civicclerk.com/>

**Members of Safety Committee**

Mark Stoner, Chair  
Dean Edwards  
Michael Melnyk  
Chief Whitmore, Fire Chief  
Chief Zahradnik, Police Chief  
Kevin Laughlin, City Administrator

**CALL TO ORDER:**

**ROLL CALL:**

**APPROVAL OF MINUTES:**

- May 22, 2025 Meeting Minutes.

**TOPICS/ISSUES:**

- 1) TOTALED POLICE CRUISER REPLACEMENT
- 2) FIRE DEPARTMENT CAPITAL REPLACEMENT SCHEDULE

**NEW BUSINESS:**

**OLD BUSINESS:**

**ADJOURNMENT:**

May 22, 2025

## City of Northwood Safety Committee Meeting Minutes

### CALL TO ORDER

The meeting of the Northwood Safety Committee was called to order by Chairman Stoner at 06:30 PM on May 22, 2025 in the Conference Room.

### ROLL CALL

The roll was called by and those in attendance were as follows: Mark Stoner, Dean Edwards, Michael Melnyk, Fire Chief Whitmore, Police Chief Zahradnik and City Administrator Kevin Laughlin.

### APPROVAL OF MINUTES

#### April 10, 2025 Meeting Minutes

**MOTION:** Councilor Melnyk made a motion to **Approve**; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Stoner, Councilor Edwards, Councilor Melnyk; **No:** None; **Abstain:** None  
**Result: Passed**

### TOPICS/ISSUES

#### Feasibility Study

Safety building feasibility study presentation. Chief Whitmore asked the committee how they should proceed. Chief Whitmore and Zahradnik's recommendation is to conclude this portion of the study at Phase III and budget for next year to complete Phase IV in early 2026 to allow more time to explore funding options in 2026 & 2027. The committee agreed with the recommendation from the Fire and Police Chief.

#### Josie Room Renovations

Chief Whitmore updated the committee on the status of the Josie Room renovations. He shared that they had to submit plans for approval through the Wood County Building Department, which has lead to additional requirements and costs that were not originally anticipated. Chief Whitmore requested up to an additional \$150,000 to complete the project. The committee discussed funding options and agreed to move forward if the Finance Department could identify available funds, possibly from capital improvement or replacement accounts. The city administrator expressed confidence in securing the funds. The committee also advised that any unused portion of the \$150,000 should be returned.

**MOTION:** Councilor Melnyk made a motion to **allocate up to and additional \$150,000 for Josie Room Renovations** ; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Stoner, Councilor Edwards, Councilor Melnyk; **No:** None; **Abstain:** None **Result: Passed**

### NEW BUSINESS

Chief Whitmore provided a staffing update to the committee. The committee inquired about the training reimbursement policy for departing employees. Chief Whitmore explained that the city covers paramedic training costs and requires a three-year commitment; if an individual leaves before that period, they must reimburse the city. When asked about reasons for staff turnover, Chief Whitmore noted that the reasons differ from person to person. Lastly, Chief Whitmore asked for authorization to apply for the Fire Prevention Safety Grant with Perrysburg City, Perrysburg Township, Lake and Rossford) the funds would be used for Knoxbox's and would require a 5% match estimated at around \$2,000.

**MOTION:** Councilor Edwards made a motion to **authorize the Fire Chief to apply for the fire prevention and safety grant** ; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Stoner, Councilor Edwards, Councilor Melnyk; **No:** None; **Abstain:** None  
**Result: Passed**

### OLD BUSINESS

Chairman Stoner requested the Police Chief provides a list of records for citations issued for running red lights, stop signs, and rolling stops. He would like to review the information with the Safety Committee and determine if additional resources should be allocated to assist the police department in targeting those offenses specifically.

### ADJOURNMENT

6:58pm

**ATTEST:** Emily Popovitch  
Clerk

**APPROVED:**  
Chair