

September 11, 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 September 11, 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 Stoner, City Administrator Kevin Laughlin, and City Attorney Brian Ballenger.

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

RESULT: *Passed (5-0)*

MOTION: Councilor Huntermark made a motion to **appoint Councilor Louis Fahrbach as President pro tempore;** seconded by Councilor Melnyk.**ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None

RESULT: *Passed (5-0)*

APPROVAL OF MINUTES

August 21, 2025 Regular Council Meeting Minutes.

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

RESULT: *Passed (5-0)*

PRESENTATION

Proclamation Recognizing Eagle Scout Ann Mannon

Mayor Schimmel read the Proclamation into the record and presented to Eagle Scout Ann Mannon.

Proclamation Celebrating the 50-Year Reunion of the Northwood High School Class of 1975

Mayor Schimmel read the Proclamation into the record and presented to Councilor Melnyk.

PUBLIC COMMENT

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Councilor Jim Barton

No Report. Next meeting October 9, 2025 at 6PM

Finance Councilor Louis Fahrbach

No Report.

Recreation Board Councilor Jim Barton

No Report.

Safety Councilor Mark Stoner - Meeting on 9/11 @ 6:30pm

Meeting held this evening. The meeting began with a review of the police cruiser replacement. The current situation involves the other party's insurance offering \$25,000 toward the cruiser, while the cost to replace it is approximately \$65,000. Chief Zahradnik is working with both the other party's insurance and the city's insurance to clarify coverage and determine the appropriate next steps.

The committee then reviewed the fire department replacement schedule. Fire Chief Whitmore provided an update on staffing, noting that the need for part-time firefighters is expected to decrease due to adequate full-time staffing, and no additional full-time personnel are required at this time. Future facility needs were briefly discussed. Joel also addressed equipment considerations, recommending the sale of the current ladder truck, which is underutilized and lacks sufficient staffing to operate effectively. The estimated sale value of the ladder truck is approximately \$500,000. In addition, Joel discussed replacing an engine with a hybrid "Quint" vehicle, which functions as both an engine and a ladder truck. The new Quint would extend further than the current ladder truck but does not include a bucket. The projected cost of the Quint is between \$1.6 and \$1.8 million. This replacement would reduce the overall fleet, which is expected to decrease maintenance requirements.Chief Whitmore will continue gathering information and will present recommendations to Council for further review.

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Tree Commission Councilor Michael Melnyk

September 9th meeting was canceled due to lack of quorum and rescheduled for September 23rd at 6PM.

Service Councilor Dean Edwards

No Report.

Parks, Rec & NCC Councilor Pat Huntermark

Meeting held on August 28th. The committee decided to resume Sunday hours starting November 2nd. Councilor Edwards suggested sending questionnaires to members who have not renewed their memberships to identify reasons and explore improvements. The committee discussed rental agreements, setting a revised goal of \$2,000 per month in rental revenue to contribute to the budget, and approved a 5% increase in rental rates across the board. Under new business, the committee noted that four interviews for the Assistant Recreation Director had been conducted with three remaining at that time. Table and chair rentals were also reviewed. Over the past ten years, approximately \$120,000 has been spent on rentals. Costs for purchasing a 40x60 tent (\$7,000–\$10,000), tables (\$6,000), and chairs (\$15,000) were discussed, with storage availability confirmed. The committee agreed to further evaluate this option as a potential cost-saving measure.

Committee of the Whole Council President Kozina

No Report.

CEREMONIAL ITEMS

NEW RESOLUTION

RESOLUTION 2025-09 A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO PREPARE AND SUBMIT AN APPLICATION FOR THE LOCAL PARKS GRANT PROGRAM THROUGH THE WOOD COUNTY PARK DISTRICT AND ACCEPT THE GRANT PROCEEDS IF AWARDED; AND DECLARING AN EMERGENCY.

MOTION: Councilor Stoner made a motion to **Suspend the rules**; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None

MOTION: Councilor Stoner made a motion to **Move on Emergency Clause**; seconded by Councilor Huntermark.**ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, 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 Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (5-0) effective immediately*

RESOLUTION 2025-10 A RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR.

MOTION: Councilor Stoner made a motion to **Suspend the rules**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None

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

MOTION: Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (5-0) effective immediately*

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2025-34 AN ORDINANCE AMENDING SECTION 618.16 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED PROXIMITY OF ANIMALS TO RESIDENCES. AND DECLARING AN EMERGENCY.
1st Reading - Edwards

ORDINANCE 2025-35 AN ORDINANCE EXTENDING A MORATORIUM FOR A PERIOD OF 365 DAYS ON THE REVIEW AND ISSUANCE OF ANY ZONING PERMITS, CERTIFICATES OF OCCUPANCY, OR OTHER LICENSES OR PERMITS FOR STORAGE UNITS, STORAGE FACILITIES, STORAGE PODS AND SELF STORAGE ESTABLISHMENTS WITHIN THE CITY OF NORTHWOOD, OHIO; AND DECLARING AN EMERGENCY.
MOTION: Councilor Edwards made a motion to **Move on Emergency Clause**; seconded by Councilor Huntermark.**ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (5-0)***MOTION:** Councilor Edwards made a motion to **Suspend the rules**; seconded by

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Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None

Discussion:

Joseph Smith the property owner of 7557 Arbor Dr, addressed the Council regarding his plans to develop two properties totaling approximately 3.88 acres at the corner of Arbor Drive and Oregon Road. Mr. Smith explained that he purchased the first property on March 15, 2024, and it came with plans to build the storage facility. Following the first purchase they acquired a second adjacent property to expand the intended storage facility. He stated that engineering plans were prepared and financing secured for both properties. However, he indicated council enacted a moratorium that prevented him from moving forward with construction, and now he has two properties that they cannot do anything with. Mr. Smith further explained that when he initially explored available properties, he found one with an existing indoor building and associated infrastructure for sale. He was referred to his current property by a city contact, who noted that blueprints and plans were already prepared for the site. He stated that had he purchased and proceeded with that property, he would have been able to develop it before the moratorium was enacted. However, he decided to acquire an additional adjacent acre to combine with the first property, creating a larger and more efficient site. Mr. Smith indicated that this combined property would allow for a better overall development, both in scale and layout, and was the reason for pursuing the second parcel.

He emphasized that engineering plans were prepared for the combined property, and that he had secured financing for the first property and purchased the second in cash. He expressed frustration that the moratorium prevented him from moving forward with development despite his prior investments and planning. He indicated that the intended facility would occupy the combined acreage, including consideration of a retention pond and building placement, and that the site has frontage on Oregon Road.

Council members discussed the proposed moratorium in detail. The Mayor noted that the original moratorium had been enacted in response to multiple proposed storage facilities in the city, with the goal of preventing an overconcentration of such developments. Council members considered whether the moratorium could be extended while still allowing exceptions for specific projects, such as Mr. Smith's, and whether granting an exemption could set a precedent for future applicants. It was clarified that the Council retains discretion to approve individual projects even under the moratorium. Following public comment, discussion returned to the resolution.

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

MOTION: Councilor Edwards made a motion to **Move on Final Adoption**; seconded by Councilor Huntermark.
ROLL CALL: **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: Passed (5-0) effective immediately

ORDINANCE 2025-36 AN ORDINANCE APPROVING THE TERMS OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF NORTHWOOD, OHIO AND THE OHIO PATROLMEN'S BENEVOLENT ASSOCIATION DISPATCHER UNIT (UNION) ; AND DECLARING AN EMERGENCY.

MOTION: Councilor Melnyk made a motion to **Suspend the rules**; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None

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

MOTION: Councilor Melnyk made a motion to **Move on Final Adoption**; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: Passed (5-0)

ORDINANCE 2025-37 AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

1st Reading - Huntermark

PENDING LEGISLATON

ORDINANCE 2025-27 AN ORDINANCE CONCURRING WITH THE NORTHWOOD PLANNING COMMISSIONS RECOMMENDATION TO REZONE 0 WILLISTON ROAD (M50-812-350000031000) FROM R-4, MULTI-FAMILY TO R, SUBURBAN RESIDENTIAL; AND DECLARING AN EMERGENCY.

2nd Reading - Melnyk

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ORDINANCE 2025-28 AN ORDINANCE ADOPTING THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND CHAPTER 1244.06 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED CONDITIONAL USES; AND DECLARING AN EMERGENCY.

2nd Reading - Stoner

ORDINANCE 2025-29 AN ORDINANCE ADOPTING THE NORTHWOOD PLANNING COMMISSION'S RECOMMENDATION TO AMEND CHAPTER 1250.12 OF THE NORTHWOOD CODIFIED ORDINANCES (NCO) TITLED SITE PLAN REVIEW REQUIREMENTS; AND DECLARING AN EMERGENCY.

2nd Reading - Melnyk

ORDINANCE 2025-33 AN ORDINANCE ESTABLISHING A BUDGET LINE ITEM TO ALLOCATE SAVINGS FROM THE WOOD COUNTY SHERIFF DISPATCH CONTRACT TO FUND THREE FULL-TIME FIREFIGHTER POSITIONS UPON EXPIRATION OF THE SAFER GRANT, AND DECLARING AN EMERGENCY.

2nd Reading - Stoner

MAYOR Mayor Schimmel

Mayor's Report

ADMINISTRATION:

Recommendation to reappoint Brian Ballenger as the City Attorney.

MOTION: Councilor Stoner made a motion to appoint Brian Ballenger as the City Attorney; seconded by Councilor Melnyk. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; No: None; Abstain: None

RESULT: Passed (5-0)

POLICE:

Chief Zahradnik presented the resignation of Detective Sergeant Tina Barrett, effective September 19, 2025 as she has accepted a captain's position with another police department southwest of Columbus. Tina began her service with the City of Northwood in 1995 as a part-time dispatcher, transitioned to a part-time police officer in 1998, and became a full-time officer in 1999. She has dedicated 26 years of full-time service to the community, most recently serving as Detective Sergeant since 2015.

On behalf of the City, we sincerely thank Tina for her many years of dedicated service and contributions to the Northwood Police Department and the residents of our community, and we wish her the very best as she begins this next chapter in her career.

Chief Zahradnik presented the recommendation to appoint Dawn Brein as the Police Secretary with a wage of \$27.56.

MOTION: Councilor Stoner made a motion to appoint Dawn Brein as the Police Secretary with a wage of \$27.56; seconded by Councilor Melnyk. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; No: None; Abstain: None

RESULT: Passed (5-0)

FIRE:

Chief Whitmore presented the resignation of full-time firefighter/EMT Jose Pagan. Jose accepted another position with an agency closer to his home. His last day was July 29, 2025. This is one of our SAFER grant hires. We are in the process of interviewing candidates from the current Civil Service list for his replacement.

Chief Whitmore presented the recommendation to hire McKenzie Roe as a part-time firefighter.

MOTION: Councilor Melnyk made a motion to appoint McKenzie Roe as a part-time firefighter; seconded by Councilor Edwards. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; No: None; Abstain: None

RESULT: Passed (5-0)

RECREATION:

Recreation Director McGaharan presented the recommendation to hire Anthony Harmon as the Assistant Recreation Director with a salary of \$53,000.

MOTION: Councilor Huntermark made a motion to appoint Anthony Harmon as the Assistant Recreation Director at \$53,000; seconded by Councilor Edwards. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; No: None; Abstain: None

RESULT: Passed (5-0)

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

TOPIC & DISCUSSION

September 11, 2025

Zoning Updates

2725 Tracy Road has been sold to a Pharmaceutical Company. They are working on permits, which will not require Planning Commission review. No exterior modifications are planned. Business Registration is pending, which will provide details on jobs and additional information. Other inquiries with no applications submitted at this time:

- Miller Diversified is inquiring about a Zoning Amendment for parcel M50-300-240004005000 on Lauren Lane. They may request to change this parcel to M-2 zoning, as it is zoned across Lauren Lane for a Light Industrial Manufacturing facility. awaiting formal application.
- 3401 Woodville Road (Woodway Plaza), Jo Jo’s Pizza is rumored to be taking over the former dry cleaner location.
- We had an inquiry for 3310 Woodville Suite C (the Subway Plaza) for a Papa John’s Pizza.

Penta Work Program

Students from Penta County's Adult Special Education Program will be assisting in cleaning and custodial duties at NCC beginning this Tuesday, September 16. Right now we have scheduled one day a week with the option to expanding to a second day.

Update from Street Department

Sidewalk work associated with the Sewer District project on Oregon Road is expected to be completed within 2–3 weeks. ODOT has finished retiming the traffic signals on Woodville Road, which should result in improved traffic flow.

Storm sewer installation and sidewalk work have begun on Wolf Creek Court. Water fountains at the Enclave are operational and illuminated at night. The Oregon Road sewer and water line project is projected to be completed within three weeks.

Additionally, five handicap parking signs for the Brentwood Park soccer field parking area are scheduled to be installed the following day

CITY FINANCIAL REPORT(S)

MOTION: Councilor Stoner made a motion to **acknowledge receipt of the August City Financial Reports** ; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (5-0)*

AUGUST EXPENDITURES

AUGUST BANK RECONCILIATION

AUGUST MONTH END FINANCIALS

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
AETNA	EMPLOYEE HEALTHCARE PREMIUM SEPT. 2025	\$74,954.78
BOWERS ASPHALT AND PAVING BRENTWOOD PARK BASKETBALL COURT ASPHALT INC		\$19,600.00
D.R. EBEL	2025 FORD PI SUV EQUIPMENT	\$29,993.14

MOTION: Councilor Melnyk made a motion to **approve the list of expenditures over \$10,000**; seconded by Councilor Huntermark. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Councilor Stoner; **No:** None; **Abstain:** None
RESULT: *Passed (5-0)*

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

No Report.

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

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City Engineer's Report
Nothing new to report.

NEW BUSINESS

Councilor Fahrbach asked is a date has been determined for the Wallick ribbon cutting. City Administrator Laughlin shared that we have been working with the Eastern Maumee Bay Chamber of Commerce to coordinate an event and it will be sometime after the closing that is anticipated around September 16th.

Councilor Huntermark noted that additional fill dirt may be needed by the sidewalks that were repaired at the NCC. He requested the City Engineer reach out to Lathrop to address this.

OLD BUSINESS

None.

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

NA

EXECUTIVE SESSION

ADJOURNMENT

07:37 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor