

November 6, 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 November 6, 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, Council President Barton, Councilor Stoner and City Administrator Kevin Laughlin.

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

RESULT: *Passed (6-0)*

APPROVAL OF MINUTES

October 23, 2025 Meeting Minutes

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

RESULT: *Passed (6-0)*

PRESENTATION

Councilor Fahrbach made a motion to appoint Andrew Dickey to fill the open seat on Council; Councilor Melnyk seconded. No further nominations were made, and Mayor Schimmel requested roll to be called: Fahrbach, yes; Melnyk, yes; Barton, yes; Stoner, yes; Huntermark, yes; Edwards, yes. Motion Passed. Andrew Dickey was selected to fill the vacant seat on City Council.

Mayor Schimmel administered the Oath of Office to Mr. Dickey, and he was seated.

PUBLIC COMMENT

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development Council President Jim Barton - Next Meeting 11/13 @ 6PM

No Report.

Finance Councilor Louis Fahrbach - Meeting on 11/6 at 6:30PM

The committee discussed the third reading of Ordinance 2542 and recommended approval of the proposed \$4 million allocation to the Rainy Day Fund.

The committee also reviewed a preliminary draft of the 2026 budget. Items identified for further review include:

- Evaluation of payroll logistics and potential cost savings from moving from 27 to 24 pay periods (estimated savings of approximately \$145,000).
- Staffing considerations within the Street Department and Police Department due to upcoming retirements.
- Obtaining healthcare quotes and reviewing the city’s cost-sharing approach between employees and taxpayers.

No formal recommendations were made at this time. The committee suggested scheduling a **Committee of the Whole meeting** next week to allow all of Council to discuss the budget items further.

Recreation Board Councilor Jim Barton

Next Meeting: November 12th @ 6PM

Safety Councilor Mark Stoner

No Report.

Tree Commission Councilor Michael Melnyk

Tree Commission recently donated a tree to the Student Council of Northwood High School. On Monday, with the assistance of Councilor Dickey and three Student Council members, the tree, a fire red maple, was planted at Central Park.

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Service Councilor Dean Edwards - Meeting on 11/6 at 6:PM

The committee discussed the 2026 budget items including:

- **Tractor Replacement:** Discussed replacement of an underpowered tractor. Tom plans to replace it, as it is no longer effective for its intended use and has minimal resale value.
- **Street Department Vacancy:** Upcoming vacancy in the Street Department was noted and discussed; brought up in Finance committee as well.

Parks, Rec & NCC Councilor Pat Huntermark - Meeting on 11/6 at 6:15PM

Grant Applications: The Committee made a recommendation to authorize the Recreation Director to apply for two grants: one for baseball helmets and one through Dick’s Sporting Goods for a community outreach program.

MOTION: Council President Barton made a motion to **authorize the Recreation Director to apply for the baseball helmet grant and community outreach program grant**; seconded by Councilor Melnyk. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

Budget Review: Discussed upcoming expenditures including:

- New bleachers: \$95,000
- Fitness equipment: \$19,900
- Phase 2 parking lot improvements: \$338,000
- Brentwood playground: City share approx. \$300,000

Committee of the Whole Council President Barton

Next Meeting: November 13th @ 6:30PM

CEREMONIAL ITEMS

Masyor Schimmel shared that the Northwood Little Rangers held a “Play for Pink” fundraiser as part of their Make a Difference Day. They raised over \$1,000 in pledges and donations, including a \$250 donation to the Susan G. Coleman Foundation. The group presented a signed football to City Council, which will be given to a local individual currently battling cancer. Council expressed appreciation for the Little Rangers’ efforts.

NEW RESOLUTION

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2025-45 AUTHORIZING AN INCREASE IN ESTIMATED RESOURCES AND THE TRANSFER OF FUNDS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY

1st Reading - Edwards

ORDINANCE 2025-46 AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD FOR FISCAL YEAR 2025; AND DECLARING AN EMERGENCY

1st Reading - Edwards

PENDING LEGISLATON

ORDINANCE 2025-44 AN ORDINANCE APPROVING THE UPDATED POSITION DESCRIPTION FOR THE ZONING INSPECTOR, AND DECLARING AN EMERGENCY

2nd Reading - Edwards

ORDINANCE 2025-43 AN ORDINANCE APPROVING THE UPDATED POSITION DESCRIPTION FOR THE DIRECTOR OF PLANNING, ZONING, AND ECONOMIC DEVELOPMENT, AND DECLARING AN EMERGENCY

2nd Reading - Edwards

ORDINANCE 2025-42 AN ORDINANCE ESTABLISHING AND ADOPTING A GENERAL FUND RESERVE POLICY, AND DECLARING AN EMERGENCY.

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

RESULT: *Passed (6-0)*

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ORDINANCE 2025-41 AN ORDINANCE ESTABLISHING A DISPUTE RESOLUTION AND ADMINISTRATIVE CLAIMS PROCESS FOR THE CITY OF NORTHWOOD, 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, Council President Barton, Councilor Stoner; **No:** None; **Abstain:** Councilor Andrew Dickey
RESULT: *Passed (6-0)*

MAYOR Mayor Schimmel

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

TOPIC/ ITEM	DISCUSSION
Josie Room Renovations - FD	Request approval for awarding the contract to GEM Service for HVAC work for the project at station 82. - GEM - \$71,695.00 - Campbell Mechanical - \$123,718.00 Council authorized up to an additional \$150,000 for the Josie Room renovations. MOTION: Councilor Fahrbach made a motion to Appoint Andrew Dickey to fill the vacant council seat; seconded by Councilor Melnyk. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; No: None; Abstain: None RESULT: <i>Passed (7-0)</i>
Organizational Meeting	Request Council schedule the date for the Organizational Meeting for January 5th 2026. MOTION: Council President Barton made a motion to authorize the Recreation Director to apply for two grants: one for baseball helmets and one through Dick’s Sporting Goods for a community outreach program; seconded by Councilor Melnyk.ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; No: None; Abstain: None RESULT: <i>Passed (7-0)</i>

CITY FINANCIAL REPORT(S)

OCTOBER 2025 EXPENDITURES

MOTION: Council President Barton made a motion to **acknowledge receipt of the October Financial Reports** ; seconded by Councilor Stoner. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
CITY OF PERRYSBURG	SHARE OF ASTRO SITE REPEATER	\$10,000.00
VC3	MONTHLY BILLING FOR OCTOBER	\$11,492.04
WOOD COUNTY	SHERIFF'S DISPATCHING MONTHLY FEE- OCTOBER 2025	\$17,370.82
OFFICE		
MENARDS	TIF PAYMENTS TOWARDS DEBT OBLIGATION	\$111,050.00
MOTION: Councilor Melnyk made a motion to approve the list of expenditures over \$10,000 ; seconded by Councilor Stoner. ROLL CALL: Yes: Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; No: None; Abstain: None RESULT: <i>Passed (7-0)</i>		

CITY ATTORNEY’S REPORT/DISCUSSION Brian Ballenger

CITY ENGINEER’S REPORT/DISCUSSION Dave Kuhn

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City Engineer's Report

City Administrator Laughlin reported that paving on Chantilly Road and Wolf Creek Court has largely been completed and is progressing well. The Waste Management Dry Creek project, originally scheduled to begin construction this past Monday, has been postponed to November 20 due to ongoing coordination issues with the County Engineer and County Commissioners.

NEW BUSINESS

OLD BUSINESS

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

EXECUTIVE SESSION

MOTION: Councilor Stoner made a motion to **enter into Executive Session at 7:20PM with Mayor, Council and City Administrator to discuss contract negotiations**; seconded by Councilor Edwards. **ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

The meeting was called back to order at 7:28PM 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, Council President Barton, Councilor Stoner, Councilor Dickey and City Administrator Kevin Laughlin.

MOTION: Councilor Edwards made a motion to **terminate the contract with VC3**; seconded by Councilor Huntermark.**ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Melnyk, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None
RESULT: *Passed (7-0)*

ADJOURNMENT

07:28 PM

ATTEST: _____
Council Clerk

APPROVED: _____
Mayor