

November 6, 2025

City of Northwood Service Committee Meeting Minutes

CALL TO ORDER

The meeting of the Northwood Service Committee was called to order by Chairman Edwards at 06:00 PM on November 6, 2025 in the Council Chambers and via Live Stream.

ROLL CALL

The roll was called by Clerk Popovitch and those in attendance were as follows: Dean Edwards, Jim Barton, Louis Fahrbach, City Administrator Kevin Laughlin and Director of Public Service Tom Hunermark.

APPROVAL OF MINUTES

June 12, 2025 Meeting Minutes

MOTION: Council President Barton made a motion to **approve**; seconded by Councilor Fahrbach. **ROLL CALL:** **Yes:** Councilor Edwards, Council President Barton, Councilor Fahrbach; **No:** None; **Abstain:** None
RESULT: *Passed (3-0)*

TOPICS/ISSUES

2026 Street Department Budget Review

The Committee reviewed the proposed replacement of the 2021 Kubota mower. It was noted that this unit is being replaced earlier than usual; while the City typically observes a five-year replacement cycle, this mower was purchased with a significantly smaller 18-horsepower motor, compared to the standard 36-horsepower diesel models normally used. Due to the reduced power, the mower has not been practical for regular operations.

A council member inquired about staffing levels within the Service Department after reviewing the budget and noting the upcoming retirement of maintenance employee Tim Strauss. The member questioned why the position was not planned to be replaced, especially given the addition of the new building and increased maintenance responsibilities. They also asked why the matter had not been brought to committee.

Administration explained that the Mayor's primary directive for the current budget cycle was to balance the operating budget due to consecutive years of operating deficits and the need to preserve healthy balances in the capital funds (401 and 408). As part of this effort, the City is proposing not to backfill positions in both the Service Department and the Police Department.

Committee members discussed potential impacts of not replacing the maintenance position. Concerns were raised regarding increased workload, potential overtime costs, and maintaining high standards at the Community Center. Service Director Huntermark acknowledged overtime may increase at times and shared that they intend to request an additional seasonal worker for the summer months to help offset the loss of the full-time position. They expressed commitment to ensuring maintenance standards, especially at the Community Center, do not decline and noted they would communicate if staffing needs become critical.

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT

06:06 PM

ATTEST: Emily Popovitch
Clerk

APPROVED: Dean Edwards
Chair