

December 4, 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 07:02 PM on December 4, 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 Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey, City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Dave Kuhn and Josh Auman.

**MOTION:** Council President Barton made a motion to **excuse Councilor Melnyk**; seconded by Councilor Edwards.

**ROLL CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None

**RESULT:** *Passed (6-0)*

### APPROVAL OF MINUTES

#### November 13, 2025 Meeting Minutes

**MOTION:** Councilor Stoner made a motion to **Approve**; seconded by Councilor Edwards. **ROLL**

**CALL:** **Yes:** Councilor Fahrbach, Councilor Edwards, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** Councilor Pat Huntermark

**RESULT:** *Passed (5-0)*

### PRESENTATION

### PUBLIC COMMENT

### COMMUNICATIONS

### COUNCIL COMMITTEE REPORTS

#### Economic Development Council President Jim Barton

No Report.

#### 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

Tree Lighting Ceremony last evening at the Community Center was well attended and successful.

#### Committee of the Whole Council President Barton

No Report.

### CEREMONIAL ITEMS

### NEW RESOLUTION

### PENDING RESOLUTION

### NEW LEGISLATION

### PENDING LEGISLATION

**ORDINANCE 2025-47 AN ORDINANCE MAKING APPROPRIATIONS FOR CURRENT EXPENSES AND OTHER EXPENDITURES OF THE CITY OF NORTHWOOD, OHIO DURING THE FISCAL YEAR ENDING DECEMBER 31, 2026, AND ESTABLISHING ACCOUNTS THEREON; AND DECLARING AN EMERGENCY.**

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

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

**MOTION:** Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Councilor Edwards. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None  
**RESULT: Passed (6-0) Effective Immediately**

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**ORDINANCE 2025-49 AN ORDINANCE ESTABLISHING THE FIREFIGHTER STAFFING SUSTAINABILITY FUND, AUTHORIZING INCREASING ESTIMATED RESOURCES, APPROPRIATIONS AND TRANSFER OF FUNDS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.**

2nd Reading - Edwards

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**ORDINANCE 2025-50 AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.**

2nd Reading - Stoner

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**ORDINANCE 2025-51 AN ORDINANCE INCREASING ESTIMATED RESOURCES, SUPPLEMENTAL APPROPRIATIONS AND THE TRANSFER OF FUNDS FOR THE BUDGET STABILIZATION FUND #111; AND DECLARING AN EMERGENCY**

2nd Reading - Edwards

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

**MOTION:** Councilor Stoner made a motion to **Move on Final Adoption**; seconded by Council President Barton. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None  
**RESULT: Passed (6-0)**

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

**MOTION:** Councilor Edwards made a motion to **Move on Final Adoption**; seconded by Councilor Stoner. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None  
**RESULT: Passed (6-0)**

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### MAYOR Mayor Schimmel

#### Mayor's Report

##### ADMINISTRATION:

Zoning Inspector Amy Stribny has submitted her resignation after more than 22 years of service with the City of Northwood. Amy began her career as a Dispatcher on November 3, 2003, later serving as Dispatch Supervisor before joining the Zoning Department in June 2021. Her last day with the City will be December 2025.

Mayor Schimmel praised Amy for her work in the department and expressed she will be missed.

##### RECREATION:

Recreation Director Pat McGarahan recommended hiring Claude Skowrowek as a part-time Recreation Assistant for the NCC.

**MOTION:** Councilor Edwards made a motion to **hire Claude Skowrowek as a part-time Recreation Assistant for the NCC**; seconded by Councilor Dickey. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None  
**RESULT: Passed (6-0)**

Administration clarified this is a part-time position, not the Assistant Recreation Director.

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### CITY ADMINISTRATOR Kevin Laughlin

Discussed the repair/replacement of sections of the city building roof. Public Service Director Tom Huntermark shared that he received 3 quotes.

- White Hat Industrial Roofing: \$73,000 for 15-year warranty(30-mil overlay), or \$93,420 for 20-year warranty(40-mil overlay)

- Damschroder: \$133,000 for ciliar work

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- Overheard Door: \$\$179,000

White Hat’s price notably lower as it uses overlay (no full tear-off), while others opt for partial or full tear-off and new rubber roofs. An additional \$10 per sq ft if problem areas are encountered (one known bad area identified). Council raised concerns about product differences (overlay vs. tear-off), warranty service, potential for change orders, and ensuring proper competitive bidding. Clarification that initial conversation was about whole roof vs. section—project currently only covers one section. Maintenance and longevity trade-offs discussed; 20-year option favored if long-term use of the building is intended. It was determined more bids may need to be solicited and RFP refined to ensure comparable quotes. Further review and additional bids to be pursued.

### CITY FINANCIAL REPORT(S)

#### LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
WOOD COUNTY TREASURER	CHIP FUNDS HELD BY CITY TO REHAB 2462 BEDFORD LN	\$35,792.00
GEM INC	PROGRESS INVOICE FOR PROPOSAL PO7360	\$23,000.00
AETNA	HEALTH INSURANCE 12/1/25-12/31/25	\$71, 481.42

**MOTION:** Council President Barton made a motion to **Approve**; seconded by Councilor Huntermark. **ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None  
**RESULT:** *Passed (6-0)*

### CITY ATTORNEY’S REPORT/DISCUSSION **Brian Ballenger**

No Report.

### CITY ENGINEER’S REPORT/DISCUSSION **Dave Kuhn**

#### City Engineer's Report

<u>Project Name</u>	<u>Project Budget</u>	<u>Current Status</u>	<u>Key Changes Since Last Meeting</u>
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Design	Finalizing plans & submitting to ODOT for approval. Bid after approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	In Design	Construction on hold until we get Wood County approval.
Wolf Creek Court Drainage Improvements	\$261,775.00	Construction	All work was completed except for some miscellaneous cleanup and items to be addressed. Will begin to calculate field quantity sidewalk assessments.
West Andrus Road Pavement Improvements	\$405,060.12	Construction	All work was completed except for some miscellaneous cleanup and items to be addressed. Will begin to calculate field quantity sidewalk assessments.
Dalling Drive Extension Impr.	\$460,000.00 Construction Est. Base Bid	Design	Bid opening was on Nov. 12. Kyle J. Sherman Excavating, LLC is low bidder at \$365,097.72 Council needs to award the contract and decide if they want to finish Dalling Drive to Park Ave. and award Alt. No 1 at \$348,464.30.
Northwood 2025 Pavement Resurfacing Improvements	\$ 721,775.00	Construction	All work was completed except for some miscellaneous cleanup and items to be addressed. Will begin to calculate field quantity sidewalk assessments.

#### Motion to Award Contract

<u>Project Name</u>	<u>Contractor</u>	<u>Bid Amount</u>
Dalling Drive Extension Impr.	Kyle J. Sherman Excavating, LLC	\$365,097.72 Base Bid plus \$348,464.30 Alt. No. 1 Bid if Council approves.

Alternate Bid (extension to Park Ave/ Wallick property. It was noted that both bids were significantly under the estimate as the contractor is already on site working at the Wallick property. Council raised concerns about possible buried debris, with specifications to ensure offsite removal as needed.

**MOTION:** Councilor Huntermark made a motion to **accept the base (\$365,097.82) and alternate 1(\$348,464.3) bid from Kyle Sherman Excavating for the Dalling Drive Extension project**; seconded by Councilor Edwards.  
**ROLL CALL: Yes:** Councilor Fahrbach, Councilor Edwards, Councilor Huntermark, Council President Barton, Councilor Stoner, Councilor Dickey; **No:** None; **Abstain:** None  
**RESULT:** *Passed (6-0)*

City Administrator congratulated Josh Auman for passing the PE Exam.

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**NEW BUSINESS**

**OLD BUSINESS**

Councilor Edwards raised the issue of the storage unit moratorium that was forwarded to the Planning Commission for review. Councilor Edwards expressed concern about requiring the property owners to attend another meeting when there does not appear to be Council support for permitting the development, noting the value of the property and prior planning intentions. The possibility of rescinding the Council’s recommendation was discussed; however, there is procedural ambiguity since the item has already been advertised for Planning Commission review. Council agreed to communicate its position directly to the Planning Commission. The moratorium remains in effect. The applicant requested an exemption for one or two parcels. Council determined it would wait for the Planning Commission’s recommendation but expressed unanimous skepticism regarding approval of any changes.

**PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL**

Mark Stoffan, 3437 Piper Dr. Raised longstanding issue regarding neglect of ditch maintenance on north side of Piper. Ditch has been filled in by neighbors, resulting in shifting fences, flooding, and other property concerns. Discussion included easement issues, legacy problems from prior township status, and potential legal/engineering research required by city. City will research plat language to determine obligation; possibility of county-level petition discussed. Issue complicated by neighbor property restrictions and structures built over swales. No immediate resolution but commitment to investigate further.

**EXECUTIVE SESSION**

**ADJOURNMENT**

07:43 PM

**ATTEST:**

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*Council Clerk*

**APPROVED:**

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*Mayor*