



REGULAR CITY COUNCIL MEETING

Thursday, December 11, 2025 at 7:00 PM

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

Members of City Council

Jim Barton, Council President
Dean Edwards
Louis Fahrbach
Pat Huntermark
Mark Stoner
Michael Melnyk
Andrew Dickey

CALL TO ORDER:

PLEDGE OF ALLEGIANCE: *Mayor Schimmel*

ROLL CALL:

APPROVAL OF MINUTES:

- December 4, 2025 Regular Council meeting minutes

PRESENTATION:

- Certificate of Appreciate for Tim Strause
Certificate of Appreciation for Patrick McGaharan

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Council President Jim Barton*

Finance ~ *Councilor Louis Fahrbach*

Recreation Board ~ *Councilor Jim Barton*

Safety ~ *Councilor Mark Stoner*

Tree Commission ~ *Councilor Michael Melnyk*

Service ~ *Councilor Dean Edwards*

Parks, Rec & NCC ~ *Councilor Pat Huntermark*

Committee Of The Whole ~ *Council President Barton*

CEREMONIAL ITEMS:

NEW RESOLUTION:

PENDING RESOLUTION:

NEW LEGISLATION:

ORDINANCE 2025-52 AN ORDINANCE ADJUSTING THE 2025 CERTIFICATE OF ESTIMATED RESOURCES FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY *1st Reading.*

PENDING LEGISLATION:

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. *3rd Reading.*

ORDINANCE 2025-50 AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS OF THE CITY OF NORTHWOOD; AND

DECLARING AN EMERGENCY. *3rd Reading.*

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 *3rd Reading.*

MAYOR: *Mayor Schimmel*

- Mayor's Report

CITY ADMINISTRATOR: *Kevin Laughlin*

- City Administrator's Report

CITY FINANCIAL REPORT(S)

- November bank reconciliation
- November month end financial reports
- NOVEMBER 2025 EXPENDITURES

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
GEDDIS PAVING & EXCAVATING	CONTRACT INVOICE WOLF CREEK STORM SEWER	\$234,980.11
VC3	NOVEMBER 2025 MONTHLY BILLING	\$12,130.62
WOOD COUNTY SHERIFF'S OFFICE	NOVEMBER 2025 DISPATCHING FEE	\$17,370.82

CITY ATTORNEY'S REPORT/DISCUSSION: *Brian Ballenger*

CITY ENGINEER'S REPORT/DISCUSSION: *Dave Kuhn*

- City Engineer's Report

NEW BUSINESS:

OLD BUSINESS:

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

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.

December 4, 2025

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*

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

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

2nd Reading - Stoner

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

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)*

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)*

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.

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

December 4, 2025

- 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.

December 4, 2025

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:

Council Clerk

APPROVED:

Mayor

CERTIFICATE OF APPRECIATION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

Timothy Strause

In recognition of your years of dedicated service as a Street Laborer for the City of Northwood Street Department. Your commitment and hard work have greatly contributed to the maintenance and improvement of our city, and your efforts are sincerely appreciated.

Date of Appointment: February 17, 2015

Date of Retirement: December 31, 2025

Presented on this 11th day of December 2025

KEVIN LAUGHLIN
City of Northwood Administrator

THOMAS HUNTERMARK
Director of Public Service

EDWARD SCHIMMEL
City of Northwood Mayor

City of
NORTHWOOD
OHIO

CERTIFICATE OF APPRECIATION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

Patrick McGaharan

In recognition of your dedicated and outstanding service to the City of Northwood from 2017 to 2025, beginning as the City's first part-time Parks and Recreation Director in 2017 and advancing to full-time Director in February 2024.

Through your leadership, Northwood's recreation program expanded into a thriving, full-scale department serving residents of all ages. Your lasting contributions include the development of youth and adult recreation programs, major park and facility improvements, the creation of the Community Service Award, community events, and your instrumental role in the successful opening and continued growth of the Northwood Community Center.

Your commitment and vision have made a lasting impact on our parks, programs, and community spirit. The City of Northwood extends its sincere appreciation and gratitude.

Presented on this 11th day of December 2025

KEVIN LAUGHLIN
City of Northwood Administrator

EDWARD SCHIMMEL
City of Northwood Mayor



2025-52

ORDINANCE 2025-52 AN ORDINANCE ADJUSTING THE 2025 CERTIFICATE OF ESTIMATED RESOURCES FOR THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY

WHEREAS, the 2025 Budget Estimated Revenue passed on December 5, 2024 was adjusted from the Original 2025 Estimate of Revenues filed with Wood County on June 27, 2024; and

WHEREAS, it is necessary to adjust Estimated Resources and file with Wood County;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Finance Director is hereby authorized to decrease estimated revenue in the General Fund by \$211,625:

110-0200-40201 Municipal Income Tax (\$111,625)
110-0500.40506 Fire Dept. Grants (100,000)

SECTION 2. That the Finance Director is hereby authorized to decrease estimated revenue in the SCMR Streets Fund by \$38,500:

222-1400-41404 Transfer from General Fund (\$38,500)

SECTION 3. That the Finance Director is hereby authorized to increase estimated revenue in the State Highway Fund by \$4,000:

222-0400-40405 Gasoline Taxes \$ 4,000

SECTION 4. That the Finance Director is hereby authorized to decrease estimated revenue in the Northwood Waste Fund by \$10,000:

230-1400-41404 Transfer from General Fund (\$10,000)

SECTION 5. That the Finance Director is hereby authorized to increase estimated revenue in the Capital Improvement Fund by \$40,575:

401-1100-41112 Reimbursement Mannik & Smith \$ 40,575

SECTION 6. That the Finance Director is hereby authorized to decrease estimated revenue in the Capital Replacement Fund by \$309,000:

408-0200-40201 Municipal Income Taxes (\$309,000)

SECTION 7. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 8. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: ___ Against: ___ Abstain: ___

Vote on emergency clause: For: ___ Against: ___ Abstain: ___

Vote on final adoption: For: ___ Against: ___ Abstain: ___

Adopted this ___ day of _____, **2025.** **In Effect:** _____

ATTEST:

2025-52

Clerk of Council

APPROVED AS TO FORM:

City Attorney

President of Council

APPROVED:

Mayor

2025-49

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.

WHEREAS, Ordinance 2025-33 established the need for a Firefighter Staffing Sustainability Fund; and,

WHEREAS, it is necessary to amend the Certificate of Sources Available for FY2025;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Finance Director is hereby authorized and directed to establish Estimated Resources in the Firefighter Staffing Sustainability Fund totaling \$360,000 as follows:

231-0300-40303	SAFER Grant Funds	\$ 250,000
231-1100.41104	Transfer from General Fund	30,000
231-1100-41104	Advance from General Fund	80,000

SECTION 2. That the Finance Director is hereby authorized and directed to increase Appropriations in the Firefighter Staffing Sustainability Fund totaling \$250,000 as follows:

231-7115-50242	Full-Time Firefighter Wages	\$ 165,000
231-7115-50242	Firefighter Overtime	5,700
231-7115-50512	Police & Fire Pension	40,000
231-7115-50521	Hospitalization	33,600
231-7115-50531	Life Insurance	300
231-7115-50541	Dental	3,000
231-7115-50550	Medicare	2,400

SECTION 3. That the Finance Director is hereby authorized and directed to make the following advance and transfer of funds.

From: 110-7115-57015	Transfer To: 231-1100-41104	\$30,000
110-7115-57015	Advance To: 231-1100-41104	80,000

SECTION 4. It is found and determined that all formal actions of Council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION . This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: ___ Against: ___ Abstain: ___

Vote on emergency clause: For: ___ Against: ___ Abstain: ___

Vote on final adoption: For: ___ Against: ___ Abstain: ___

Adopted this ___ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2025-50

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

WHEREAS, the 2025 Budget included a transfer from the General Fund to the Capital Replacement Fund amounting to \$356,000.00;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORTHWOOD, WOOD COUNTY, OHIO THAT:

SECTION 1. That the Finance Director is hereby authorized and directed to make the following transfer of funds:

FROM: 110-8000-57015 TO: 408-1400-41404 Transfer \$356,000

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees, that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of the City of Northwood and the State of Ohio.

SECTION 3. This Ordinance is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Ordinance shall be in full force and effect immediately after its passage by Council and approval by the Mayor.

Vote to suspend rules: For: ___ Against: ___ Abstain: ___

Vote on emergency clause: For: ___ Against: ___ Abstain: ___

Vote on final adoption: For: ___ Against: ___ Abstain: ___

Adopted this ___ **day of** _____, **2025.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: DECEMBER 11, 2025

POLICE:

Chief Zahradnik presented the letter of resignation of Jolene from the police department, effective January 2, 2026. Jolene had worked for the PD full-time from June of 2014 to December of 2019 (5 ½ years), and part-time from December 2019 until January 2026 (6 years). She had worked in the positions of DARE & SRO, as well as Code Enforcement Officer and Bailiff.

Chief Zahradnik presented the recommendation to promote Nathan Fawcett to the rank of Police Sergeant effective January 1, 2026.

RECREATION:

Recreation Director Pat McGaharan submitted his letter of resignation effective December 31, 2025. Pat has served the City of Northwood since 2017, starting as Part-Time Recreation Director and moving to Full-Time in 2024. During his time, he grew the Recreation Department & programs, organized numerous community events, and played a key role in the opening and operation of the Northwood Community Center. Pat will be transitioning to Council in January, and we thank him for his dedicated service and contributions to our community.

Recommendation to appoint Anthony Harmon as the Recreation Director effective January 1, 2025.

December 10, 2025

Kevin Laughlin,

I am writing to inform you of my intention to resign from my job as Director of Recreation at the City of Northwood effective Dec 31st, 2025

My new position as a City Council member will start January 1st, 2026,

I appreciate the opportunities you have given me during my time in the City of Northwood.

Please let me know what assistance I can offer as I transition out of my current role during the next few weeks.

Thanks

Patrick McGaharan



CITY ADMINISTRATOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: DECEMBER 11, 2025

TOPIC/ ITEM

Lexipol Contract

DISCUSSION

Contract was in the approved 2026 budget (\$18,000). If we can execute the contract in 2025 they will invoice us in 2026, and cut the implementation cost by 50%, resulting in a new contract amount of \$11,426.60.

Request authorization to sign the Lexipol contract

CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: DECEMBER 11, 2025

PROJECT UPDATES

Project Name	Project Budget	Current Status	Key Changes Since Last Meeting
Curtice Rd. Resurfacing & Curbs over I-280	\$195,600.00	Design	Plans to be submitted to ODOT this month for review and approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	Construction	Construction to begin as soon as weather permits.
Dalling Drive Extension Improvements	\$713,562.02	Construction	In the process of getting contracts signed. Contractor to start Jan. 2026 weather permitting.
West Andrus Road Pavement Improvements	\$405,060.12	Construction	Construction is complete. Waiting on contractor's invoice. Will begin to calculate sidewalk assessments
Northwood 2025 Pavement Resurfacing Improvements	\$721,775.00	Construction	Construction is complete. Waiting on contractor's invoice. Will begin to calculate sidewalk assessments

ISSUES REQUIRING COUNCIL ATTENTION

Motion to advertise for Bids

Project Name	Bid Opening Date
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Motion to Award Contract

Project Name	Contractor	Bid Amount
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