

January 5, 2026

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 07:08 PM on January 5, 2026 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, Council President Melnyk, Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, and City Administrator Kevin Laughlin

MOTION: Councilor Barton made a motion to **excuse City Attorney and City Engineer**; seconded by Councilor Huntermark. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

APPROVAL OF MINUTES

December 11, 2025 Meeting Minutes

MOTION: Council President Melnyk made a motion to **Approve**; seconded by Councilor Edwards. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Council President Melnyk; **No:** None; **Abstain:** Councilor Terry Kretz, Councilor Pat McGaharan

RESULT: *Passed (5-0)*

PRESENTATION

PUBLIC COMMENT

COMMUNICATIONS

COUNCIL COMMITTEE REPORTS

Economic Development

No Report.

Finance

No Report.

Recreation Board

No Report.

Safety

No Report.

Tree Commission

No Report.

Service

No Report.

Parks, Rec & NCC

No Report.

Committee of the Whole

No Report.

MAYOR Mayor Schimmel

Mayor's Report

Recommendation to appoint Matt DeWood to Planning Commission.

MOTION: Councilor Edwards made a motion to **appoint Matt DeWood to the Planning Commission**; seconded by Councilor Barton. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None

RESULT: *Passed (7-0)*

CITY ADMINISTRATOR Kevin Laughlin

City Administrator's Report

<u>TOPIC/ ITEM</u>	<u>DISCUSSION</u>
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January 5, 2026

OML Council Member Seminar The League is excited to announce the 2026 schedule for our Newly Elected Council Members Seminars. These seminars are designed to prepare local leaders for the issues and responsibilities they manage as municipal officials and to assist them in successfully navigating the management of their communities.

Presentations will cover topics such as Home Rule and the authorities granted to municipalities through local control; recent changes to city and village financing procedures; council powers and procedures; ethics; management responsibilities related to public records; open meetings and economic development issues.

Seminar Schedule:

Saturday, February 7 – Cincinnati Marriott Northeast, 9664 Mason Montgomery Rd, Mason, 45040
 Saturday, February 21 – The Ohioan Hotel & Event Center, 100 Green Meadows Dr. S, Lewis Center, 43035
 Saturday, March 7 – Embassy Suites Rockside, 5800 Rockside Woods Blvd, Independence, 44131

Registration Deadline:

January 30 for the February 7 Seminar
 February 13 for the February 21 Seminar
 February 27 for the March 7 Seminar

Night of Play Fundraiser January 31, 2026 6:00 PM 10:00 PM @ NCC
 Wood County Plays' Night of Play fundraiser for inclusive playground at Brentwood Park. The city has reserved 2 tables. Please RSVP ASAP.

Schonhardt contract Authorization to sign the contract for preparation of the City's 2025-2027 Annual CAFR.
MOTION: Councilor Huntermark made a motion to **authorize the City Administrator to sign the Schonhardt contract for preparation of the city's 2025-2027 annual CAFR**; seconded by Councilor Edwards. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None
RESULT: Passed (7-0)

Walleye Game Walleye Game Friday, February 27th, RSVP by February 4th.

Mayor mentioned newly elected official training typically offered by TMACOG. It was noted that no current training information was available on the TMACOG website. Administration advised they would look into future offerings and reported that an invitation had been received for the TMACOG winter caucuses, which will be made available to all council members.

CITY FINANCIAL REPORT(S)

LIST OF EXPENDITURES OVER \$10,000

INVOICE	DESCRIPTION	AMOUNT
ANTHEM	EMPLOYEE HEALTH CARE 01/01/26-02/01/26	\$60,325.94
FET CONSTRUCTION	PULL BOX GROUND RODS LEMOYNE @ WOODVILLE	\$24,043.11
FET CONSTRUCTION	EST #7 FINAL BILLING FOR THE ENCLAVE	\$24,065.92
CIVICPLUS	ANNUAL SUPPORT & USAGE FES 1/1/26-12/31/26	\$11,298.42
WOOD COUNTY OFFICE	SHERIFF'S DECEMBER 2025 DISPATCHING SERVICES	\$17,370.82

MOTION: Councilor Edwards made a motion to **Approve**; seconded by Council President Melnyk. **ROLL CALL: Yes:** Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk; **No:** None; **Abstain:** None
RESULT: Passed (7-0)

NEW RESOLUTION

January 5, 2026

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2026-02 PROVIDING FOR THE COMPENSATION OF NON-UNION MANAGEMENT PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

1st Reading - Edwards

ORDINANCE 2026-03 PROVIDING FOR THE COMPENSATION OF FULL TIME, NON-UNION, NON-MANAGEMENT PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

1st Reading - Edwards

ORDINANCE 2026-04 PROVIDING FOR THE COMPENSATION OF PART TIME, NON-UNION, NON-MANAGEMENT PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY.

1st Reading - Edwards

ORDINANCE 2026-05 APPROVING THE JOB DESCRIPTION FOR RECREATION SHIFT LEAD; AND DECLARING AN EMERGENCY.

1st Reading - Edwards

PENDING LEGISLATION

CITY ATTORNEY'S REPORT/DISCUSSION Brian Ballenger

No Report.

CITY ENGINEER'S REPORT/DISCUSSION Dave Kuhn

City Engineer's Report

The City Engineer's report was referenced, with no new updates noted since the previous report. It was confirmed that the bid for the Dialing Extension project was awarded to Sherman to complete the full scope of work. Contracts are expected to be received within the week and will be signed and executed upon receipt.

NEW BUSINESS

OLD BUSINESS

Council asked for an update on our IT contract. Administration reported that approximately 60 days remain in the current 90-day termination period with the City's IT provider. The provider was responsive until around Christmas, but communication has since been minimal. Reported email issues, including concerns raised by newer council members, will be reviewed the following day to seek resolution. It was noted that transitioning to a new provider before the termination period ends would require consultation with the City Attorney and could result in overlapping costs, with an estimated 60 days remaining under the current contract.

Council discussed a potential change related to the City's real estate services. Administration reported that an RFP is being prepared and is not yet finalized but is expected to be completed within the next month.

Council also inquired about the status of a personnel audit. Administration stated that staff are still in the process of identifying an agency to conduct the audit.

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

EXECUTIVE SESSION

ADJOURNMENT

07:21 PM

ATTEST:

Council Clerk

APPROVED:

Mayor