



REGULAR CITY COUNCIL MEETING

Thursday, February 12, 2026 at 7:00 PM

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

Members of City Council

Council President, Michael Melnyk
Jim Barton
Andrew Dickey
Dean Edwards
Pat Huntermark
Terry Kretz
Patrick McGaharan

CALL TO ORDER:

PLEDGE OF ALLEGIANCE: *Mayor Schimmel*

ROLL CALL:

APPROVAL OF MINUTES:

- January 22, 2026 Meeting Minutes

PRESENTATION:

- Comprehensive Plan

PUBLIC COMMENT:

COMMUNICATIONS:

COUNCIL COMMITTEE REPORTS:

Economic Development ~ *Next Meeting: 2/12 @6PM*

Finance ~ *Next Meeting: 2/26 @6PM*

Recreation Board ~

Safety ~ *Next Meeting: 2/12 @6:45PM*

Tree Commission ~

Service ~

Parks, Rec & NCC ~

Committee Of The Whole ~ *Next Meeting: 2/26 @6:30PM*

MAYOR: *Mayor Schimmel*

- Mayor's Report

CITY ADMINISTRATOR: *Kevin Laughlin*

- City Administrator's Report

CITY FINANCIAL REPORT(S)

- 2026 SUPER BLANKETS
- JANUARY 2026 EXPENDITURES
- January bank reconciliation

- January month end financials

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
ANTHEM	EMPLOYEE HEALTH & VISION 2/1/26-3/1/26	\$60,325.94
VC3	JANUARY 2026 MONTHLY BILLING	\$12,257.91
GERKEN PAVING	2025 PAVEMENT RESURFACING	\$389,921.71
DAVEY RESOURCE GROUP	WM DRY CREEK RESTORATION	\$130,058.14
REINEKE FORD LINCOLN	2026 POLICE CRUISER	\$48,329.00

NEW RESOLUTION:

RESOLUTION 2026-01 AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A CUSTOMER SUPPLY AGREEMENT FOR THE PROVISION OF THIRD-PARTY ELECTRIC GENERATION FOR RESIDENTIAL AND SMALL COMMERCIAL AGGREGATION PARTICIPANTS WITHIN THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY *1st Reading.*

RESOLUTION 2026-02 ACCEPTING THE PROPOSAL OF ARCHER ENERGY, LLC TO EXTEND AN AGREEMENT PROVIDING NATURAL GAS SUPPLIES THROUGH OPT-OUT AGGREGATION TO ELIGIBLE RESIDENTIAL AND SMALL BUSINESSES IN THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *1st Reading.*

PENDING RESOLUTION:

NEW LEGISLATION:

ORDINANCE 2026-09 ADJUSTING THE 2026 CERTIFICATE OF ESTIMATED RESOURCES OF THE CITY OF NORTHWOOD ; AND DECLARING AN EMERGENCY *1st Reading.*

PENDING LEGISLATION:

ORDINANCE 2026-06 ESTABLISHING CHAPTER 477 TITLED LOW SPEED VEHICLES, TO TITLE TEN OF THE NORTHWOOD CODIFIED ORDINANCES; AND DECLARING AN EMERGENCY. *2nd Reading.*

ORDINANCE 2026-07 REALLOCATING THE DISTRIBUTION OF FUNDS RECEIVING INTEREST INCOME AND THE DISTRIBUTION THEREOF BY THE FINANCE AND REVENUE DIRECTOR. *2nd Reading.*

ORDINANCE 2026-08 AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD FOR FISCAL YEAR 2026, AND DECLARING AN EMERGENCY. *2nd Reading.*

ORDINANCE 2026-02 PROVIDING FOR THE COMPENSATION OF NON-UNION MANAGEMENT PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2026-03 PROVIDING FOR THE COMPENSATION OF FULL TIME, NON-UNION, NON-MANAGEMENT PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *3rd Reading.*

ORDINANCE 2026-04 PROVIDING FOR THE COMPENSATION OF PART TIME, NON-UNION, NON-MANAGEMENT PERSONNEL OF THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY. *3rd Reading.*

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

CITY ENGINEER’S REPORT/DISCUSSION: *Josh Auman*

- City Engineer's Report

NEW BUSINESS:

OLD BUSINESS:

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL:

EXECUTIVE SESSION:

ADJOURNMENT:

January 22, 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 07:00 PM on January 22, 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, Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk City Administrator Kevin Laughlin, City Attorney Brian Ballenger and City Engineer Josh Auman.

APPROVAL OF MINUTES

January 5, 2026 Organizational Council Meeting Minutes

MOTION: Councilor Edwards made a motion to **Approve**; 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)*

January 5, 2026 Regular Council Meeting Minutes

MOTION: Councilor Edwards made a motion to **Approve**; 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)*

PRESENTATION

Trainfo Presentation

Administration provided an update on ongoing efforts related to rail crossing issues at Wales Road. While the City continues to pursue grant funding for a third overpass as a long-term solution, staff has also been exploring short- to mid-term options to address delays caused by stopped and shunting trains. Administration reported that discussions over the past several months led to engagement with TrainFo, a rail crossing information system provider specializing in real-time monitoring and warning systems for problem crossings. A representative from TrainFo provided an overview of a proposed advanced warning system that would utilize sensors and flashing beacons to alert motorists when crossings are active and to assist in routing traffic toward the East Broadway grade separation. The system would monitor train activity in real time, distinguish between moving and stopped trains, and provide data through roadside beacons as well as navigation platforms such as Google Maps and Waze. The system would also collect historical data regarding train stoppages, traffic delays, and safety-related incidents. It was noted that similar deployments have resulted in an estimated 30–35% reduction in vehicle delays, depending on motorist compliance. The collected data would also support future grant applications and benefit-cost analyses related to potential grade separation projects. Council discussed beacon placement, public visibility of alerts, anticipated delay reductions, and the cost structure, which includes an initial capital expense and an ongoing annual service fee, as outlined in the Council packet. No formal action was taken. The matter will remain under consideration, with potential future discussion by Council or Service committee.

PUBLIC COMMENT

COMMUNICATIONS

Friends of WIC Award - NCC

Mayor Schimmel announced that the Northwood Community Center received the Fall 2025 Friends of WIC Award for Excellent Performance, presented by Wood County WIC. The nomination was submitted by Katie Dennison of Wood County WIC. The award recognizes the Community Center for serving as an outstanding host for the WIC satellite clinic. The Mayor noted that the Center incorporated a dedicated WIC space into its building plans and has provided the space at no cost. Since relocating to the Community Center in June 2024, WIC participation increased from 116 participants in May 2024 to 151 participants in July 2025. The Mayor highlighted the staff's continued flexibility, accessibility, and support of WIC programming, as well as the Center's inclusion of WIC families in holiday giving initiatives. The partnership was credited with improving access to healthy food, breastfeeding support, education, and other essential community resources. The Mayor expressed appreciation to Council and staff for their role in ensuring WIC had a suitable and welcoming facility.

Councilor Dickey inquired whether Council had reviewed an email regarding evaluation of the City's parking requirements. It was confirmed that the email had been received and reviewed. Council discussed that the

January 22, 2026

matter could be referred to the Planning Commission for further review. It was noted that the existing parking ordinance is lengthy and that similar ordinances in other jurisdictions are not highly specific. Council indicated that additional clarification from the sender regarding specific language or changes being requested would be helpful before moving forward. Members noted that the Planning Commission has historically exercised flexibility in waiving parking requirements based on facility size, number of employees, or operational needs. While no immediate action was taken, Council expressed openness to reviewing parking standards as part of broader zoning code updates. It was suggested that evaluation of parking requirements be added to the list of items for consideration during upcoming zoning code revisions.

COUNCIL COMMITTEE REPORTS

The Mayor reviewed Council committee and board assignments for the upcoming term. The following appointments were announced:

- Tree Commission: Councilor Melnyk (continuing)
- Recreation Board: Jim Barton (continuing)
- Parks, Recreation, and Northwood Community Center: Pat Huntermark, Pat McGaharan, Jim Barton
- Economic Development Committee: Jim Barton, Terry Kretz, Pat Huntermark
- Finance Committee: Dean Edwards, Andrew Dickey, Terry Kretz
- Safety Committee: Pat Huntermark, Andrew Dickey, Terry Kretz
- Service Committee: Dean Edwards, Pat McGaharan, Jim Barton
- CIC Liaison: Pat McGaharan
- Firefighters' Dependent Board: Andrew Dickey, Dean Edwards

The Mayor indicated that the committee assignments would be distributed to Council via email.

Economic Development

Next meeting: 2/12 @ 6PM

Finance

Next meeting: 2/26 @ 6PM

Recreation Board

1/14 Meeting canceled. Next meeting: 2/11 @ 6PM @ NCC

Safety

Next meeting: 2/12 @ 6:45PM

Tree Commission

Tree Commission met on the 13th. Minutes from the meeting were provided to Council. The Commission discussed the proposed microforest project and determined it to be feasible. A presentation was given by Rob Canaday outlining the benefits of the project. Three potential sites were identified for consideration, pending confirmation that no conflicting City plans exist for those locations.

The Commission also discussed strategies to increase volunteer participation for City projects and ways to improve outreach for the Memorial Tree Program. Information regarding the program will be posted on the communications board at the Northwood Community Center and may also be displayed periodically on the City's electronic sign. Residents may obtain information by emailing the Tree Commission or calling City offices.

Additional updates included:

Three Bradford pear trees were removed on Wolf Creek Court and are planned for replacement in the spring.

Four oak trees at the Northwood Community Center were transplanted to Brentwood Park, with placements near the basketball and pickleball courts.

Two Armstrong maple trees were replaced in front of the Northwood Community Center.

Service

No Report.

Parks, Rec & NCC

No Report.

Committee of the Whole

Next meeting: 2/26 @ 6:30PM

MAYOR Mayor Schimmel

Mayor's Report

Recommendation to appoint Matt Johanns to the Board of Zoning Appeals **MOTION:** Councilor Edwards made a motion to **appoint Matt Johanns to the Board of Zoning Appeals**; 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)

FIRE:

Chief Whitmore recommended hiring

January 22, 2026

- Ronald Vendt for the position of recruit firefighter

MOTION: Councilor Edwards made a motion to **appoint Ronald Vendt as a recruit firefighter** ; seconded by Councilor Kretz.**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)*

- Michael Roberts for a part-time firefighter/EMT position

MOTION: Councilor Edwards made a motion to **appoint Michael Roberts as a Part-time Firefighter/EMT** seconded by Councilor Dickey. **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)*

Chief Whitmore presented the following resignations from the part-time ranks.

- Joseph Walker - Effective January 7th
- Kamden Ohrt - Effective January 15th
- Ryan Grant - Effective January 31st

Council was reminded that Wood County Plays is hosting its annual fundraiser on Saturday, January 31, at the Northwood Community Center. It was noted that three tables remained available at the time of the announcement, and Council members were encouraged to share the information with anyone interested in supporting the Wood County Plays project planned for Brentwood Park.

Council confirmed that the City has already purchased a table for the event and that the cost has been paid. It was further noted that available seats at the City's table were subsequently filled.

CITY ADMINISTRATOR Kevin Laughlin

CITY FINANCIAL REPORT(S)

MOTION: Councilor Barton made a motion to **acknowledge receipt of the December financial reports**; 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)*

December 2025 Expenditures

Dec 31 2025 Year End financials

Dec 31 2025 bank reconciliation

City Administrator's Report

Enclave RFI and Comprehensive Plan Update:

Administration reviewed progress on the Enclave redevelopment Request for Information (RFI) and the Comprehensive Plan update. It was reported that the City reassessed its approach to marketing and development following limited success with previous commercial realtors. An RFI focused on residential "brownstone" style townhomes on the south side of Main Street is scheduled for discussion at the February 12 committee meeting, with interest expressed by several regional residential developers. A separate RFI for commercial development on the north side of Main Street is in development and expected to be presented on February 12.

Administration also reported that a final draft of the Comprehensive Plan is complete and will be presented to the Economic Development Committee on February 12, with a recommendation for Council adoption anticipated that evening.

Walbridge Police Services Discussion:

Administration reported ongoing discussions with the Village of Walbridge regarding Northwood providing overnight police coverage due to Walbridge staffing challenges. The proposed arrangement would include limited patrol coverage and emergency response between 10:00 p.m. and 7:00 a.m., with an estimated cost of approximately \$3,000. The matter will be discussed further by the Safety Committee on February 12.

January 22, 2026

Police Cruiser Purchase:

Quotes for the purchase of a new police cruiser were prepared by the Police Chief. The vehicle and equipment were previously included in the approved 2026 budget and will be discussed at the February 12 meeting.

State Route 579 Safety Projects:

Administration reported that ODOT received systemic safety funding for a roundabout at State Route 579 and Bradner Road. A second roundabout at Fostoria Road and State Route 579 is also planned. Both projects are anticipated for construction in summer 2029, with the Fostoria Road roundabout currently in preliminary engineering.

Magistrate Contract:

Council authorized the execution of a contract for City Magistrate Drew [last name], noting the absence of a prior formal contract and the need to adjust compensation to remain competitive.

MOTION: Councilor Edwards made a motion to **authorize signing the Magistrate contract**; 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)*

HVAC Maintenance Contract:

Administration reviewed the solicitation of bids for HVAC maintenance services at the Northwood Community Center and City Building. Five proposals were received, with SSH Mechanical Services identified as the lowest and most qualified bidder, including experience with the Community Center's HVAC software system. A representative from SSH Mechanical Services addressed Council, thanking the City for the opportunity to submit a proposal. The representative stated that the company reviewed the City's HVAC equipment and found it to be generally in good condition. SSH Mechanical noted that while the company is relatively new, its partners have extensive industry experience, including prior work with a larger mechanical firm. The company confirmed local service coverage and the ability to provide 24/7 emergency response, with response times typically within one hour and no more than four hours in emergency situations.

A representative from Campbell Mechanical (Cable Mechanical) also addressed Council, acknowledging recent service issues and delays in response. The representative stated that corrective actions have been taken and requested that Council consider tabling the decision to allow for further discussion. He emphasized the company's long-standing relationship with the City and its local presence in Northwood.

Tom Huntermark, Director of Public Service, provided additional context, stating that service issues with Campbell Mechanical have extended beyond recent months and have persisted for approximately two years. He cited concerns regarding response times, follow-through, and familiarity with the HVAC control software at the Northwood Community Center. Director Huntermark stated that the Community Center's HVAC system requires specialized knowledge and indicated that SSH Mechanical demonstrated the necessary expertise. He noted that while some issues have recently been addressed, outstanding concerns remain. Based on these factors, Director Huntermark recommended proceeding with SSH Mechanical Services

MOTION: Councilor Edwards made a motion to **authorize the City Administrator to sign the HVAC and maintenance contract with SSH Mechanical Services**; 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)*

Woodville Road Pedestrian Improvement Project:

Administration requested authorization to advertise for bids for the Woodville Road Pedestrian Improvement Project. The project includes sidewalk improvements along the Woodville Road corridor and the installation of a pedestrian beacon to improve safety.

MOTION: Council President Melnyk made a motion to **Advertise for bids for the Woodville Rd. Pedestrian Improvement Project**; 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)*

January 22, 2026

IT Services – DEX Incorporated:

The City received a proposed contract and final quote from DEX Incorporated to provide IT services, at a significantly lower monthly cost (\$4,700) than the prior provider, VC3 (\$12,000–\$13,000). DEX has been working with City staff for several months and can provide local, 24/7 support with timely on-site response. The contract is pending final review and approval by the City Attorney.

MOTION: Councilor Huntermark made a motion to **authorize signing the contract with DEX Imaging for IT services pending the final approval by the City Attorney**; seconded by Councilor Kretz. **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)*

Planning Office Temporary Support:

Due to recent turnover in the Planning Office, retired professional Dave Kuhn has been engaged to assist on a short-term basis, working one to two days per week to manage ongoing tasks and support Planning Commission operations. Additionally, a planning intern, Leland, is assisting a few days per week. These measures are intended as temporary solutions while the City continues to recruit for permanent positions, including a zoning inspector and economic development coordinator.

Potential Staff Audit:

Administration discussed the need for a staff audit to evaluate department workloads, staffing levels, and alignment with strategic goals, particularly given recent resignations and staffing shortages. Council expressed interest in obtaining a proposal and cost estimate from a neutral auditing firm while considering input from department heads to ensure the audit aligns with the City’s long-term operational goals.

LIST OF EXPENDITURES OVER \$10,000

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
RUDOLPH LIBBE INC	COMPLETE REWORK TO EXISTING WINDOW OPENINGS- FIRE DEPT. RENOVATIONS	\$13,172.00
CIVICA	LICENSE, SUPPORT & MAINTENANCE FINANCE & PAYROLL SOFTWARE 2026	\$11,031.57
VC3	DECEMBER 2025 MONTHLY BILLING	\$11,936.01
MORTON SALT	BULK SAFE-T-SALT	\$21,108.53
DAVEY RESOURCE GROUP	WM DRY CREEK RESTORATION	\$180,102.90

MOTION: Councilor Edwards made a motion to **approve the list of expenditures over \$10,000**; seconded by Councilor Dickey. **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

PENDING RESOLUTION

NEW LEGISLATION

ORDINANCE 2026-06 ESTABLISHING CHAPTER 477 TITLED LOW SPEED VEHICLES, TO TITLE TEN OF THE NORTHWOOD CODIFIED ORDINANCES; AND DECLARING AN EMERGENCY.

1st Reading - Barton

ORDINANCE 2026-07 REALLOCATING THE DISTRIBUTION OF FUNDS RECEIVING INTEREST INCOME AND THE DISTRIBUTION THEREOF BY THE FINANCE AND REVENUE DIRECTOR.

1st Reading - Barton

ORDINANCE 2026-08 AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD FOR FISCAL YEAR 2026, AND DECLARING AN EMERGENCY.

1st Reading - Edwards

PENDING LEGISLATION

January 22, 2026

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

2nd 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.

2nd 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.

2nd Reading - Edwards

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

MOTION: Councilor Edwards made a motion to **Suspend the rules**; 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

MOTION: Councilor Edwards made a motion to **Move on Emergency Clause**; 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

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

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

CITY ATTORNEY'S REPORT/DISCUSSION Brian Ballenger

No Report.

CITY ENGINEER'S REPORT/DISCUSSION Dave Kuhn

City Engineer's Report

Curtice Road Resurfacing / I-280 Curb Work:
Construction is nearly complete. The project is expected to be submitted to ODOT shortly for review and approval and is nearing final completion.

Dry Creek Aquatic and Riparian Restoration Project:
A project walkthrough was conducted last week. Construction is substantially complete as permitted by weather conditions. Final plantings will be completed in the spring when conditions allow.

Dalling Drive Extension Improvements:
A pre-construction meeting was held earlier today. Contract documents are currently at City Hall awaiting final signatures. Construction is anticipated to begin in early March, weather permitting. The contractor will continue to provide schedule updates through the winter.

West Andrus Project:
Construction is complete. The City is awaiting the contractor's invoice and is currently working on sidewalk assessments.

2025 Pavement Resurfacing Improvements:
Construction is complete, including work along Oregon Road. The City is awaiting the contractor's invoice and is working on associated sidewalk assessments.

Northwood 2026 Pavement Resurfacing Improvements (New Project):
Planned roadways include Richmond Drive, Dilrose Drive, and East Dalling Drive (from East Plaza to the dead end). These projects are currently on the surveyor's schedule so design work can begin. Surveying and design will proceed as weather conditions allow.

Railroad Crossing / Train-Related Project:
This item has been tabled to the Service Committee. If the project proceeds, Council authorization will be needed to advertise for bids.

Additional Clarification:
The Dilrose Drive improvements will cover the full length from Richmond Drive to Oregon Road. Portions currently without curbing will receive curbs. These improvements will complete the remaining Heritage Park roadway projects.

January 22, 2026

NEW BUSINESS

Councilor Dickey suggested exploring ways to expand and better promote the City's recreational sports programs. It was noted that sign-ups for baseball, softball, and soccer are currently open, but some parents may be unaware due to limited communication. A recommendation was made to consider coordinating sign-ups during an upcoming baseball clinic and to improve outreach through the schools, particularly to encourage participation in youth soccer. Administrator indicated this could be looked into and should not be a problem.

OLD BUSINESS

PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL

EXECUTIVE SESSION

ADJOURNMENT

08:20 PM

ATTEST:

Council Clerk

APPROVED:

Mayor



NORTHWOOD COMPREHENSIVE PLAN UPDATE

CITY COUNCIL MEETING

FEBRUARY 12, 2026

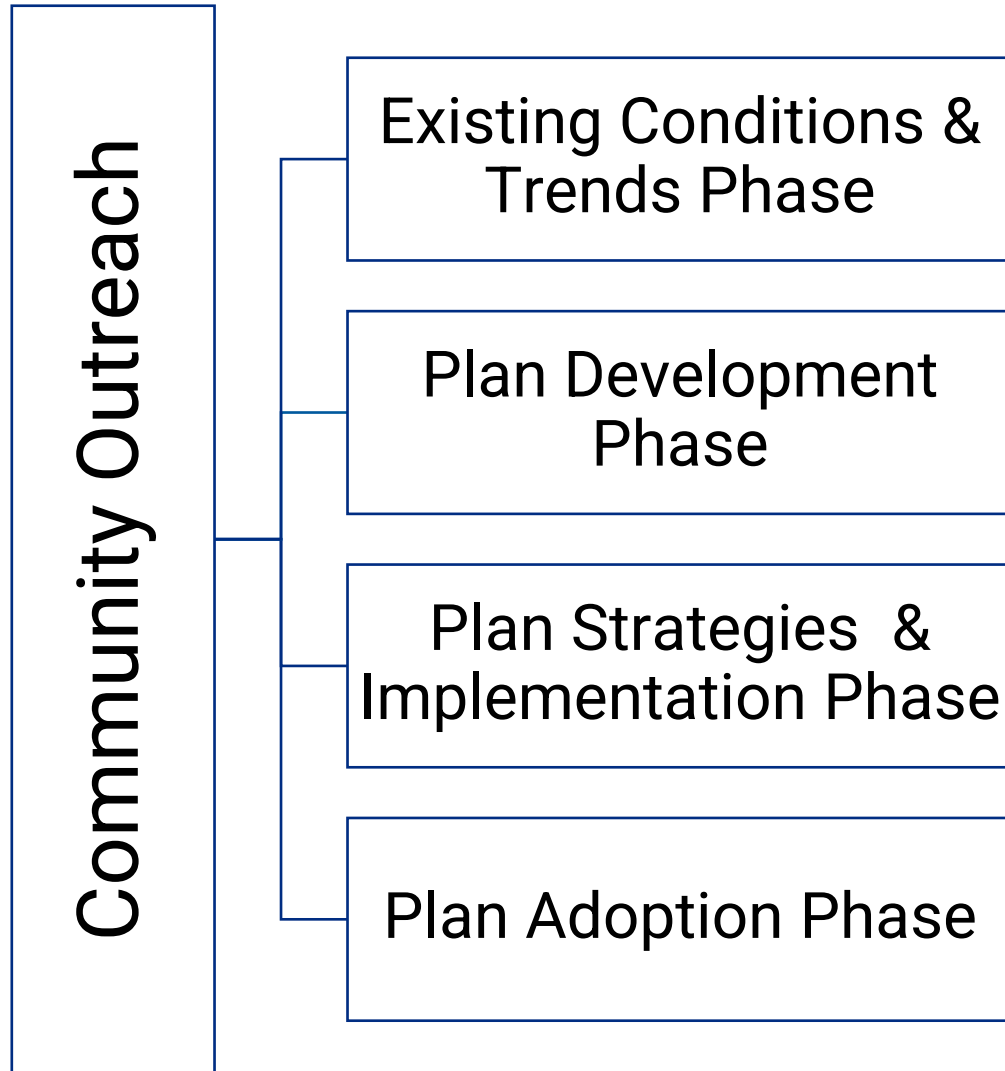


AGENDA

- 1) Review Northwood Comprehensive Community Plan
- 2) Approval and Plan Adoption Process



PROJECT UPDATES



- Project Stakeholders Meeting: Refine Project Approach ✓
- Planning Inventory Worksheets ✓
- Community / Student Surveys ✓
- Community Preferences Survey ✓
- Existing Plans and Studies Review ✓
- Stakeholder Engagement and Department Interviews ✓
- 7 Committee Meetings ✓
- Plan Development ✓
- Review / Approval Process

PUBLIC PARTICIPATION PROCESS

Community Survey

- **290** responses (Aug 2024-Apr 2025)

Student Survey

- **95** responses (Sept 2024)

Community Preferences Survey

- **225** responses (May-Nov 2025)

- CITY OF NORTHWOOD -

COMPREHENSIVE PLAN UPDATE


PUBLIC Survey

HELP PLAN THE FUTURE VISION FOR OUR CITY!

Please take a few minutes to complete the anonymous survey by scanning the QR code or visiting the site below!

www.surveymonkey.com/r/NorthwoodPlanSurvey

PUBLIC PARTICIPATION PROCESS



6000 WALES RD
NORTHWOOD
MUNICIPAL
BUILDING

Northwood residents asked to take community survey

THE BLADE
Got a news tip? 419-724-6050
citydesk@theblade.com

AUG 4, 2024 9:57 AM

Northwood officials have started the process of developing a comprehensive community plan to lay the foundation and timing for future initiatives.

Northwood's last comprehensive plan was developed in 2004.

The purpose of the plan is to create a shared vision for the community while providing direction for desirable growth, revitalization, and the

City of Northwood
August 6, 2024

Help us plan the future of Northwood!
The city has officially started the process of updating the two decade old Comprehensive Community Plan. The Comprehensive Community Plan aims to establish a shared vision for the community, focusing on preserving its heritage and guiding future growth, redevelopment, and implementation of key priorities.

The plan will include recommendations on services and facilities, housing and neighborhoods, economic development, future land use, infrastructure, parks and recreation, transportation, and connectivity and mobility.

Please take a moment to complete a brief survey by clicking the link below!
<https://www.surveymonkey.com/r/NorthwoodPlanSurvey>



COMPREHENSIVE
COMMUNITY
PLAN
Update

5 18 shares

Like Comment Share

City of Northwood
April 7

Help us build a better Northwood!

Please to take a moment to complete the survey by clicking the link below. Your input will guide us as we work to improve our community.

<https://www.surveymonkey.com/r/NorthwoodPreferencesSurvey>

Thank you for being part of making Northwood a better place for all!



City of NORTHWOOD
COMPREHENSIVE PLAN UPDATE

STEP 2 COMMUNITY PREFERENCE SURVEY

Over 400 responses from the first survey helped identify key areas for the city to focus on.

NEIGHBORHOOD & COMMERCIAL REVITALIZATION
REFINEMENT OF COMMUNITY SERVICES
PARKS & RECREATION

Now, we need your feedback again in the second survey to guide our efforts and secure resources to bring these priorities to life!

SCAN THE QR CODE or click the link to complete the survey!

5 3 shares

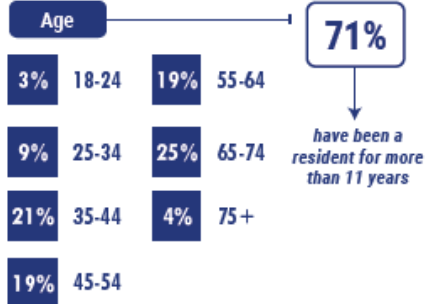
Like Comment Share

COMMUNITY SURVEY RESULTS

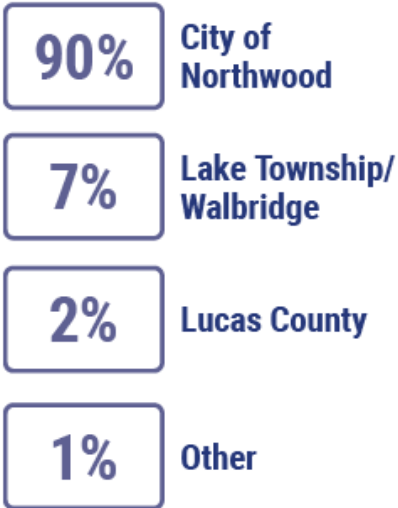
Respondent Characteristics



2% responded 'Other' or 'Prefer not to say'

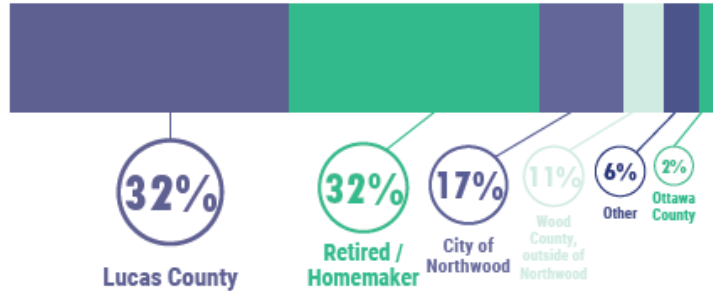


I live in...



'Other' responses include Toledo, Maumee, and other locations

Location of Employment

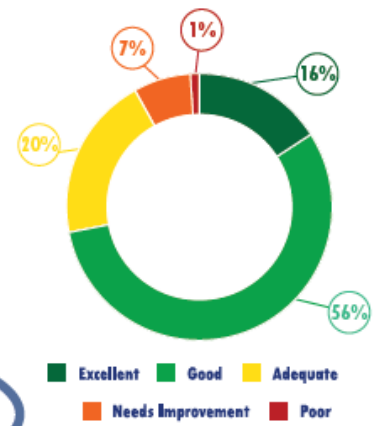


I am a...



"Very happy with what the city is doing. We just need to keep pushing and striving to become a city people want to come."

Quality of Life in Northwood



"Northwood has a lot of potential but it will take time and money."

Land Use Preferences

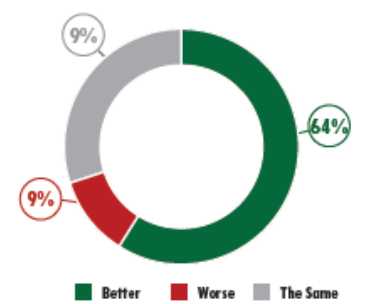


"Northwood is doing good. Please look to the future and entice businesses to keep residents in town, like nice sit-down restaurants, nightlife, parks and recreation."

Biggest Concerns for the Community



By 2045, Northwood will be:



Specific Areas in Need of Improved Access, Safety, or Pedestrian Connectivity Linkages

- 1 Street lights in East Gardens neighborhood
- 2 Sidewalk connecting the Enclave to Bradner Road, ending at the housing complex just short of Fostoria Road
- 3 Street lights at 579/Plaza
- 4 Sidewalks along Curtice Road and Coy Road

"As Northwood residents, we have to travel outside of the city for most goods and services. We'd like to keep the revenue here. We need to find reasons for Northwood taxpayers to keep spending here and bring outside the city business/customers here."

Resident Priorities

Highest Priority

-  Revitalize vacant and underutilized commercial properties
-  Neighborhood commercial business (e.g., restaurants)
-  Improved park and recreational opportunities
-  Address neighborhood / property blight and nuisance
-  Improved beautification, branding, and visual enhancements

Lowest Priority

-  Improved housing options
-  Community festivals and events
-  Additional senior citizen activities
-  Encourage alternative and renewable energy
-  Recreational marijuana dispensaries

"I would only hope in the future that the city will have more residents and more economic development."

"The Northwood Community Center is a big step in the right direction."

Other Community Services Needed in the Community

-  Public Safety & Services
-  Senior Services & Programs
-  Community Programs, Education & Facilities

"Increase police and fire department staffing levels. Woodville road is a drag strip for speeding cars, especially during school hours. But overall, the city is a beautiful place to live and has many opportunities for families to thrive here."

"Since I've been here, Northwood has been a very nice place to live. Really happy about the improvements that have been happening. I think things are headed in a good direction"

Top 5 Improvements to the Community

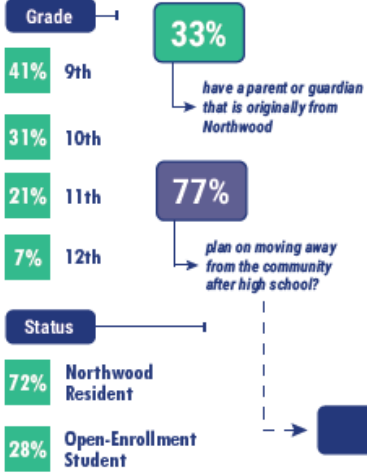
-  Economic Development & New Business
-  Revitalize or Demolish Great Eastern Shopping Center
-  Infrastructure Improvements
-  Community Standards & Property Upkeep
-  Public Services & Governance

Top 5 Businesses Residents Want in the Community

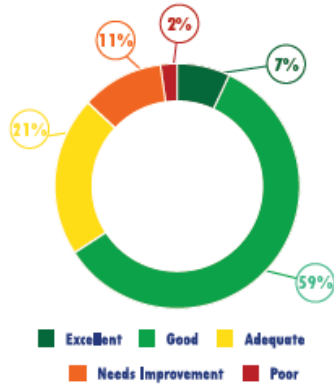
-  Restaurants (Sit-Down, Casual, & Fast Food)
-  Retail - Big Box & Department/Apparel Stores
-  Retail - Grocery Stores
-  Revitalize Great Eastern / Woodville Rd as a Business Location
-  Entertainment & Activities

STUDENT SURVEY RESULTS

Student Characteristics



Quality of Life in Northwood

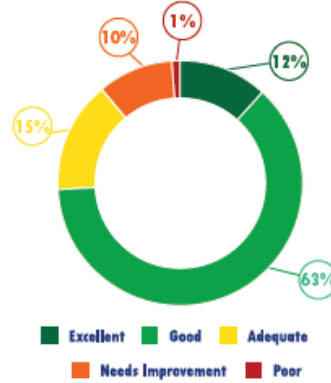


If you plan on moving away, why?

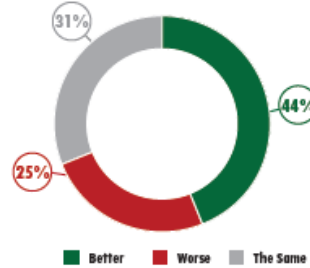


"Northwood is a nice quiet place, but I think some more activities for the community to come together for would be amazing."

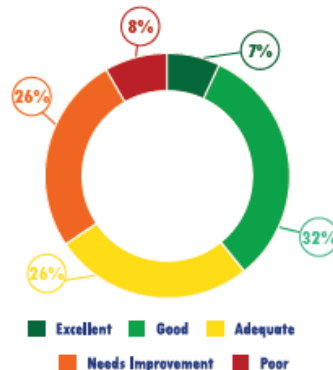
How would you rate Northwood when compared to other communities you lived in or visited?



By 2045, Northwood will be:



How would you rate the level and quality of youth and teen activities in this community?



Additional community activities students would like to see



Are there any places in this community that you wish were improved or better connected with sidewalks, bike paths, or trails?

- 1 Crosswalk signs near Burger King
- 2 More sidewalks and crosswalks near the school
- 3 Curtice Road and Connection to Maumee Bay State Park
- 4 General areas around the community lack sidewalks

Top 3 Improvements students would make if they were in charge.



How likely is it that you'll live in this community as an adult sometime in your life?



"Add more sidewalks for the students to be safe while crossing the busy roads after school, or for students to grab something to eat before a practice or a game or band or choir!"

"I would like to see the community have more volunteer opportunities."

COMMUNITY PREFERENCES SURVEY RESULTS

Respondent Characteristics



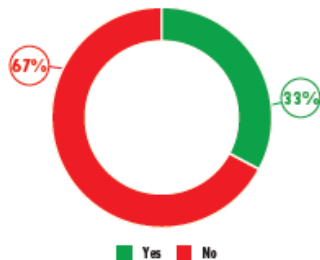
2% responded 'Other' or 'Prefer not to say'



Residents noted a desire for improved and safe pedestrian mobility and connectivity choices. How would you like to see this happen?

- 57% A mixture of all options
- 13% Focus on improving pedestrian connectivity along key corridors and destinations like the Enclave, schools, and parks
- 11% Build new trails, paths and pedestrian connections
- 11% Improve/fix the existing sidewalk network
- 8% No improvements are needed

Should the City invest in the necessary resources to join TARTA to assist workforce mobility to our industrial employment areas?



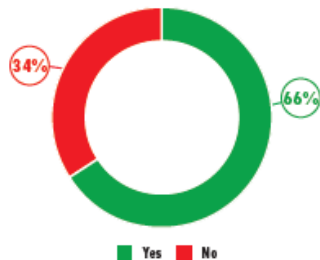
What is the biggest impediment to the marketability of this community?

- 63% Lack of "Quality of Life" and lifestyle amenities like parks, diverse shopping, etc
- 14% Lack of resources to update infrastructure and implement plans
- 14% Lack of a sense of community and plan for the future
- 6% Lack of new/updated housing stock
- 3% Other

Which statement do you identify with the most?

- 45% I generally feel that I do not know what's going on in the community and feel that the level and outlets of communication provided by the City of Northwood should be improved.
- 55% I generally feel that I know what's going on in the community and am comfortable with the level of communication provided by the City of Northwood (e.g., website, newsletters, etc.)

Unlike all other cities in Wood County, Northwood does not have a parks levy. Would you support a City parks and recreation levy to generate additional resources to support park facilities, paths, and programming at the Northwood Community Center?



The City currently pays for all services out of the general fund and has no levies. With that said, how satisfied are you with the level of city services in Northwood?



A majority of residents that completed the comprehensive plan community survey indicated that the former Great Eastern Plaza is Northwood's biggest challenge. While city officials have taken court action against the current owners, it may not be enough to re-activate the property quickly. What approach are you most supportive of the city using?

- 61% The same approach the city used to remediate the former Woodville Mall even if it means using city revenues to the potential detriment of city services
- 31% Continue using the property maintenance and zoning code to ensure compliance
- 7% Leave it up to the market to decide

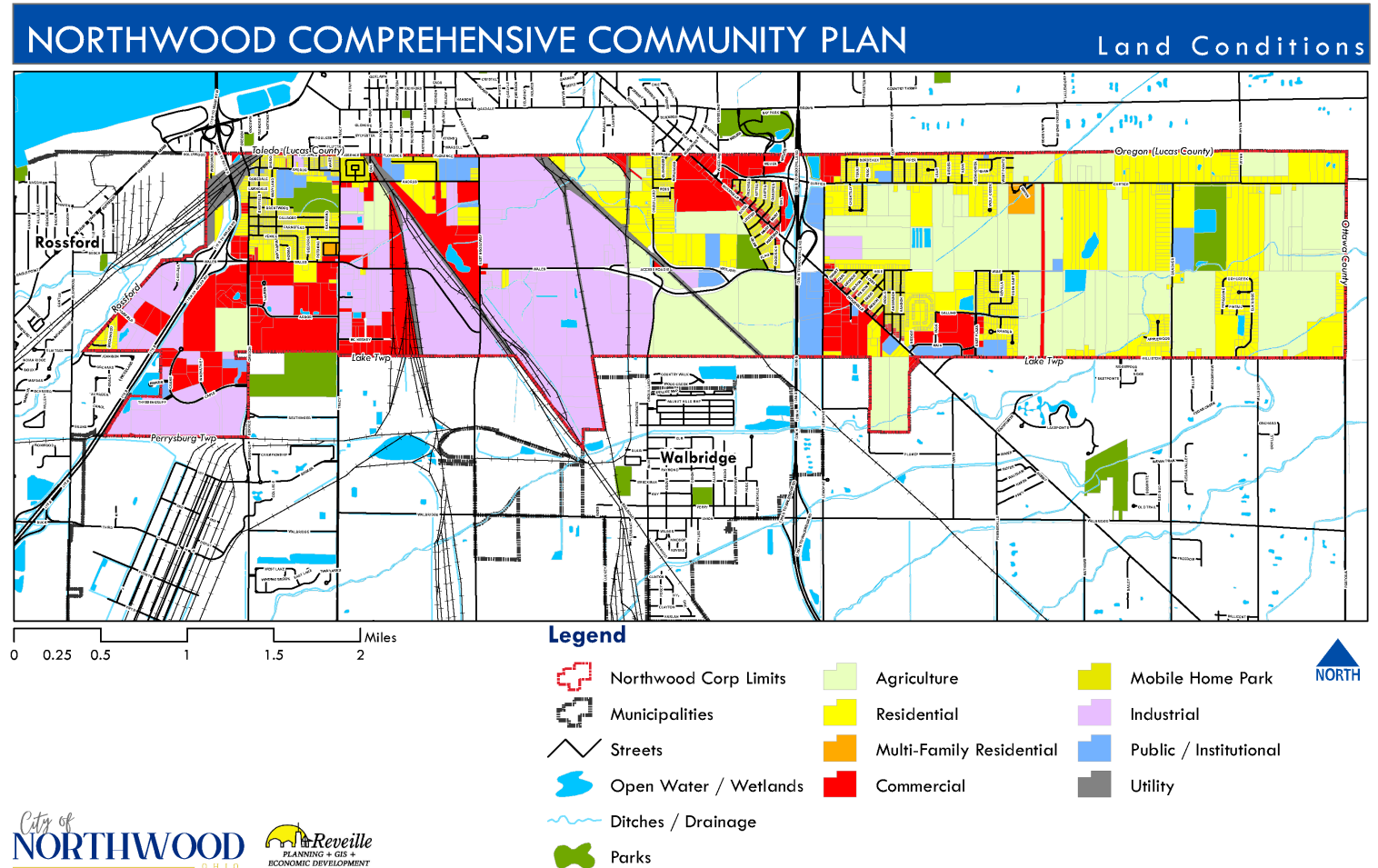
Why do you live in Northwood?

- 33% Location
- 23% Family
- 17% Small town charm
- 11% Housing
- 9% Schools
- 4% Job
- 4% N/A

"The city needs to spend money to make improvements to the city. The Rec Center is amazing and a great start. We need to improve the streets, sidewalks, parks and get bike trails. We have too much money in the bank and we need to make improvements. We also need to set term limits for council."

PLAN DEVELOPMENT PROCESS

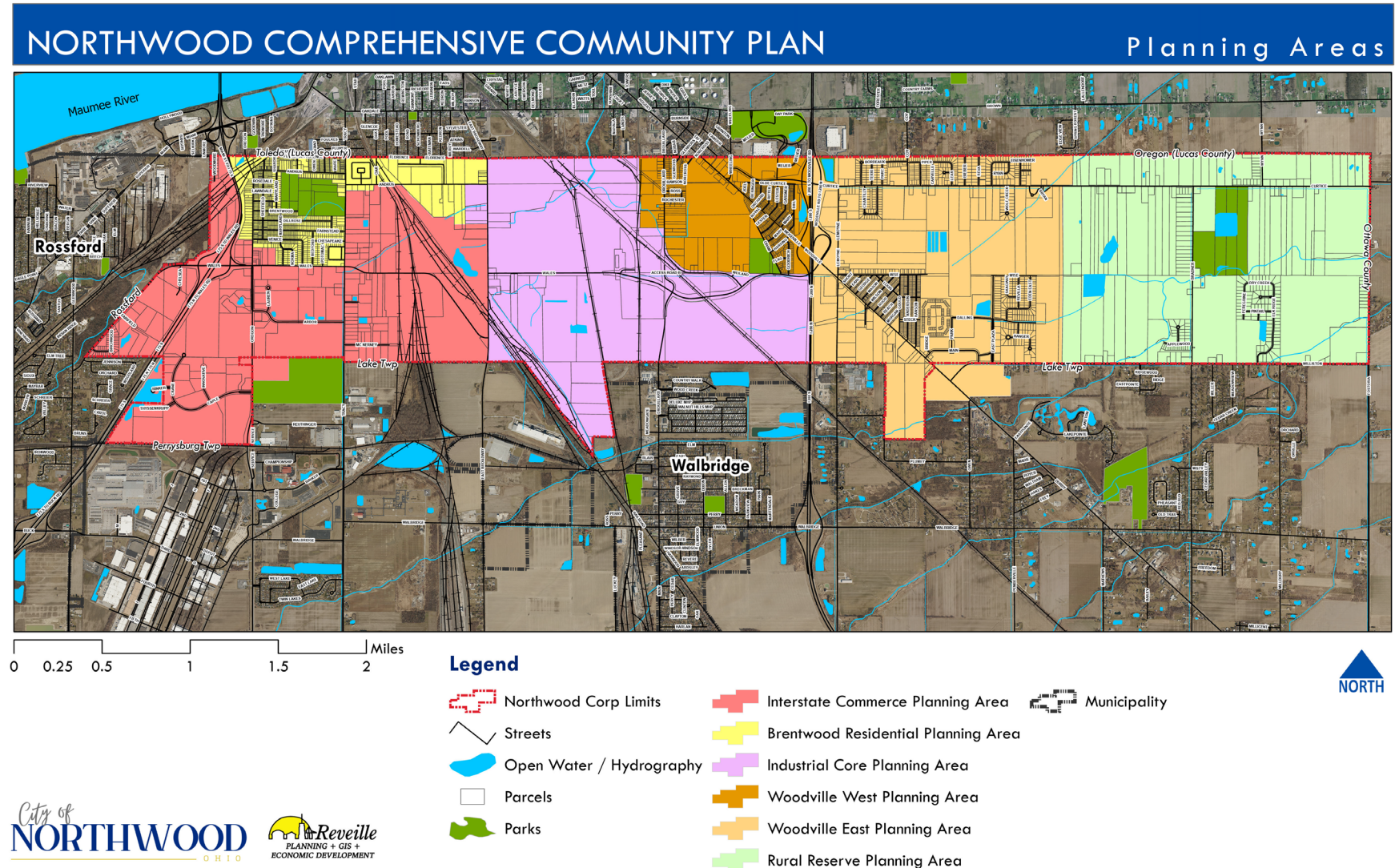
- Review of Existing Conditions, 2004 Plan, & Community “Drama”
- Understanding of Regional Setting
- Population and Demographics
- Community Services and Facilities
- Neighborhoods & Housing
- Economic Development
- Infrastructure
- Transportation and Connectivity
- Land Use, Community Design, and Sustainability
- Place City into 6 Planning Areas for further analysis



PLANNING AREAS

Waterville was placed into 11 planning areas based upon similar characteristics and analyzed in the following areas:

- Planning Issues
- Existing Land Uses / Zoning
- Infrastructure
- Connectivity
- Capital Improvements
- Recommended Strategies





INTERSTATE COMMERCE *Planning Area*

The Interstate Commerce Planning Area covers approximately 1,170 acres across much of the western portion of the city, bounded by the City of Rossford to the west, the City of Toledo to the north, and Perrysburg and Lake townships to the south. Located off I-75 and the Wales Road interchange, the planning area serves as a major gateway into the community and is the city's primary commercial hub and a major industrial hub. The planning area is overwhelmingly commercial and industrial with some small pockets of residences and the potential for future commercial expansion on undeveloped acreage.



PLANNING ISSUES

- Wales Road serves as a front door into the city from I-75 but there is limited gateway signage that welcomes residents, workers, and visitors to the community. This Plan makes recommendations in ways to beautify this entryway working in conjunction with ODOT.
- While this area generates some of the city's highest commercial property valuations. At the present time, approximately 407 acres remain undeveloped and zoned for commercial and industrial uses. While this presents opportunities for new commercial and industrial development, the size of the parcels and current ownership presents challenges in terms of finding the right end-users.
- Working with railroad and utility companies to unlock economic development on parcels under their ownership. At the present time, the largest undeveloped parcels are owned by Waste Management and the railroads.
- Working with Rossford in developing optimal solutions for the 8.3 acres of undeveloped parcels in the Caple Boulevard Business Park and two residential streets (Woodmore Street and Birchwood Lane) in Northwood that are isolated from the rest of the city by I-75.



PLANNING AREAS

PLANNING THEMES & STRATEGIES



The 2025 Northwood Comprehensive Community Plan is developed around three Plan Themes and 46 action items

1. **Community Growth and Revival** (13 Strategies)

- Action items focused on economic revitalization and long-term quality of life improvements.



2. **Community Services and Infrastructure** (9 Strategies)

- Action items aimed at ensuring Northwood's infrastructure quality and capacity to grow are maintained for decades.



3. **Connected Community** (24 Strategies)

- Action items aimed at connecting the city physically and socially to assets and organizations

PLANNING THEMES & STRATEGIES

Themes and Strategies in the Waterville Comprehensive Community Plan are based on:

- Project Stakeholder Meetings
- Past Plans Review (2000, 2006, 2012)
- Plan Conditions Surveys (Steering Committee)
- Community Survey
- High School Student Survey
- Community Preferences Survey
- Stakeholder Interviews
- Best Practices
- Community Support, Resources and Staffing



PLANNING IMPLEMENTATION TABLE



COMMUNITY GROWTH AND REVIVAL

Element No.	Strategy	Collaborating Entity or Organization						Time Frame	Percent Complete
		City Council	Planning Commission	City Departments	NLS	Local Organizations	Other Organizations/Stakeholders		
CGR-1	Zoning Code Updates	✓	✓	Administrator, Engineer, Public Service, Zoning		Realtors, Businesses/Property Owners, Stakeholders	-	S	
CGR-2	Revive the Former Great Eastern Plaza Footprint	✓	✓	Administrator, Engineer, Public Service, Zoning		CIC, Realtors, Businesses/Property Owner, Stakeholders	Wood County Planning Commission, Co. Commissioners, Wood County TID, ODOD, ODOT	S/O	
CGR-3	Develop the Enclave Mixed Use Neighborhood	✓	✓	Administrator, Engineer, Public Service, Zoning	✓	CIC, Businesses, Property Owners	Developers, Realtors	0	
CGR-4	Woodville Road Corridor Planning	✓	✓	Administrator, Engineer, Police, Fire/EMS, Public Service, Zoning		CIC, Architectural Review Committee, Property Owners, Businesses	City of Oregon, Developers, Realtors	M/O	
CGR-5	Conduct a Business Retention and Expansion (BRE) Program			Mayor, Administrator		Businesses	Ohio State University Extension	S	
CGR-6	Review Nuisance and Property Maintenance and Inspection Standards	✓	✓	Mayor, Administrator, Zoning, Fire/EMS, Solicitor		Businesses, Property Owners, Neighborhood Groups	International Code Council, Wood County Building Inspection	S	
CGR-7	Optimize the Economic Development Toolbox	✓	✓	Administrator, Finance	✓	CIC	-	S/O	
CGR-8	Embrace Sustainable Land Use Policies and Practices		✓	Administrator, Engineer, Public Service, Zoning		-	-	0	
CGR-9	Prepare a Parks and Recreation Master Plan	✓		Administrator, Public Service, Recreation	✓	Miracle League	Wood County Parks District	S	
CGR-10	Pursue the Feasibility of a Parks Levy or Joint Recreation District	✓		Mayor, Administrator, Recreation	✓	Walbridge, Lake Twp, Fraternal Orgs, Stakeholders	Wood County Parks District, Wood County Auditor	M	
CGR-11	Improve the Public Realm	✓	✓	Administrator, Engineer, Public Service, Recreation		CIC, Businesses, Property Owners, Stakeholders	-	S/O	
CGR-12	Leverage Resources for Growth and Revitalization Efforts	✓	✓	Mayor, Administrator, Engineer, Public Service, Recreation		CIC	Wood County Planning Commission, Wood County Econ. Dev. Commission, Co. Commissioners, Co. Engineer, ODOD, ODOT	0	

PLANNING IMPLEMENTATION TABLE



COMMUNITY SERVICES AND INFRASTRUCTURE

Element No.	Strategy	Collaborating Entity or Organization							Time Frame	Percent Complete
		City Council	Planning Commission	City Departments	NLS	Local Organizations	Other Organizations/Stakeholders			
CSI-1	Pursue Formal Membership with Northwestern Water & Sewer District (NWWSD)	✓		Mayor, Administrator, Engineer, Public Service		NWWSD		Ohio EPA	S/O	
CSI-2	Continue Collaboration in Planning Infrastructure Improvements with NWWSD	✓		Mayor, Administrator, Engineer, Public Service		NWWSD		-	O	
CSI-3	Update 2004 Stormwater Master Plan, including Review of Stormwater Utility Fees (City Code Sections 208.05(i) & 1046)	✓		Mayor, Administrator, Engineer, Public Service		Co. Engineer		-	S	
CSI-4	Pursue Inclusion in Petition Ditch Programs to Improve Stormwater Capacity	✓		Mayor, Administrator, Engineer, Public Service		Co. Engineer		City of Oregon, Lucas County, Ottawa County	L	
CSI-5	Improve Storm Water Management, Including Low-Impact Design (LID) Solutions to Reduce Runoff and Improve Water Quality	✓	✓	Engineer, Public Service		Co. Engineer		Ohio EPA, Property Owners, Developers	M	
CSI-6	Create Pavement Rating System to Prioritize Capital Improvements	✓		Engineer, Public Service		Co. Engineer		ODOT	O	
CSI-7	Pursue Feasibility of Creating a Street Improvement Levy to Generate Revenue for Capital Programs	✓		Mayor, Administrator, Public Service		Co. Engineer		ODOT	S	
CSI-8	Update/Modernize Engineering Rules & Local Design Standards, Including Annual Review & Update to Subdivision Regulations	✓	✓	Administrator, Engineer, Public Service		Co. Engineer, NWWSD		-	M	
CSI-9	Pursue Feasibility of Extending Sanitary Sewers to Eliminate Failing Septic Systems	✓		Mayor, Administrator, Engineer, Public Service		NWWSD		Ohio EPA	L	



CONNECTED COMMUNITY

Element No.	Strategy	Collaborating Entity or Organization						Time Frame	Percent Complete
		City Council	Planning Commission	City Departments	NLS	Local Organizations	Other Organizations/Stakeholders		
CC-1	Develop Thoroughfare Plan with Access Management Strategies	✓	✓	Administrator, Engineer, Public Service, Finance, Fire/EMS, Police	✓	Neighborhood Groups	Lake Twp., Perrysburg Twp., Co. Commissioners, Co. Engineer, Port Authority, ODOT, and TMACOG	S	
CC-2	Establish a Dedicated Capital Improvement Fund or Levy to Finance Road and Pedestrian/Bike Connectivity Improvements	✓	✓	Mayor, Administrator, Engineer, Public Service, Finance, Recreation	✓	-	-	M	
CC-3	Feasibility Study for geometric improvements (such as a roundabout) at the intersection of Wales Road and Tracy Road	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police		Businesses, Property Owners	ODOT and TMACOG	S	
CC-4	Feasibility Study for geometric improvements (such as a roundabout) at the intersection of Wales Road and Oregon Road	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police		Businesses, Property Owners	ODOT and TMACOG	S	
CC-5	Grade Separation Feasibility Study at Wales Road and Norfolk Southern Railroad, including relocation of Wales Road to align with E. Broadway Street & N. Wales intersection	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police		Businesses, Property Owners	Norfolk Southern Railroad, Ohio Rail Development Commission, TMACOG, and ODOT	O/S	
CC-6	Coordinate with Lake Twp. on Grade Separation Feasibility Study at Lemoyne Road and Norfolk Southern Railroad	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police	✓	Businesses, Property Owners	Norfolk Southern Railroad, Ohio Rail Development Commission, ODOT, Lake Twp., and TMACOG	L	
CC-7	Develop Shared Use Path from end of Wise Street east to Nature Trails Park as shown in the Northwood-Oregon Bike Plan - following alongside Dry Creek for part of alignment	✓		Administrator, Engineer, Public Service, Finance, Recreation	✓	Businesses, Property Owners, Neighborhood Groups	ODOT, TMACOG, ODNR, and First Energy	M	
CC-8	Develop Shared Use Path (SUP) from Wise Street where the transmission tower easement crosses and heads northward to Curtice Road, and then northward to Brown Road in Oregon where the existing SUP is found, following the transmission tower easements the entire way - as shown in the Northwood-Oregon Bike Plan	✓		Administrator, Engineer, Public Service, Finance, Recreation		Businesses, Property Owners, Neighborhood Groups	ODOT, TMACOG, ODNR, City of Oregon, and First Energy	L	
CC-9	Complete sidewalk coverage gaps along Curtice Road from West Point Drive to Lemoyne Road and then along Lemoyne Road southward to SR51 (Woodville Road)	✓		Administrator, Engineer, Public Service, Finance		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	O/S	
CC-10	Enhance pedestrian safety at the intersection of Lemoyne Road and SR 51 (Woodville Road)	✓		Administrator, Engineer, and Public Service	✓	-	ODOT and TMACOG	S	
CC-11	Develop bike facility (type to be determined) along Oregon Road from Wales Road to Brentwood Drive, then along Brentwood Drive to Brentwood Park	✓		Administrator, Engineer, Public Service, Finance, Recreation		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	M	
CC-12	Develop bike facility (type to be determined) along Tracy Road from Brentwood Park entrance northward to East Andrus Road and then eastward to East Broadway Street	✓		Administrator, Engineer, Public Service, Finance, Recreation		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	M	

PLANNING IMPLEMENTATION TABLE

Element No.	Strategy	Collaborating Entity or Organization						Time Frame	Percent Complete
		City Council	Planning Commission	City Departments	NLS	Local Organizations	Other Organizations/Stakeholders		
CC-13	Develop bike facility (type to be determined) along East Broadway Street from East Andrus Road southward to Wales Road	✓		Administrator, Engineer, Public Services, Finance		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	M	
CC-14	Develop bike facility (type to be determined) along Wales Road from East Broadway Street eastward to SR 51 (Woodville Road)	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police, Recreation		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	L	
CC-15	Develop bike facility (type to be determined) along Oram Road from Wales Road northward to Great Eastern Plaza, then northward along Wheeling Street into Oregon	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police, Recreation		Great Eastern Plaza, Property Owners, Neighborhood Groups	ODOT and TMACOG	S	
CC-16	Develop bike facility (type to be determined) along Curtice Road from Wheeling Street eastward to Wynn Road, and to eastern Corporation Limits	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police, Recreation		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	M	
CC-17	Develop bike facility (type to be determined) along Bradner Road from proposed Shared Use Path near Dry Creek, southward to Corporation Limits	✓		Administrator, Engineer, Public Service, Finance		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	L	
CC-18	Develop bike facility (type to be determined) along Wise Street from Lemoyne Road eastward to end of Wise Street where the proposed Shared Use Path will begin	✓		Administrator, Engineer, Public Service, Finance		The Enclave, Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	S	
CC-19	Develop bike facility (type to be determined) along Lemoyne Road from Curtice Road (at Ranger Park) southward to southern Corporation Limits	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police, Recreation	✓	Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	L	
CC-20	Construct sidewalks along Oregon Road from Caple Boulevard northward to Wales Road	✓		Administrator, Engineer, Public Service, Finance		Businesses, Property Owners, Neighborhood Groups	ODOT and TMACOG	M	
CC-21	Conduct a Safety Study of Curtice Road from Wheeling Street to Bradner Road	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police		Businesses, Property Owners	ODOT and TMACOG	S	
CC-22	Construct roundabout at SR579 (Williston Road) and Fostoria Road - Project is funded by ODOT for construction in 2029 via safety funds	✓		Administrator, Engineer, Public Service		Property Owners	ODOT and TMACOG	O	
CC-23	Feasibility Study for a traffic signal and pedestrian crossing at the intersection of Main Street and Woodville Road	✓	✓	Administrator, Engineer, Public Service, Finance, Fire/EMS, Police	✓	Businesses, Property Owners	ODOT and TMACOG	S	
CC-24	Coordinate with ODOT & Lake Township on a Feasibility Study for a potential roundabout at SR 579 (Williston Road) and Main Street	✓		Administrator, Engineer, Public Service, Finance, Fire/EMS, Police	✓	Businesses, Property Owners	ODOT, Lake Twp., and TMACOG	M	

NEXT STEPS

- City Council approval and adoption
- Begin Plan Implementation in key areas
- Review the Plan annually to track progress, reprioritize Plan Recommendations (if necessary) and discuss “Lessons-Learned”



OPEN DISCUSSION & QUESTIONS

Glenn Grisdale, AICP, GISP

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Bowling Green, OH 43402



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MAYOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: FEBRUARY 12, 2026

FIRE:

Chief Whitmore recommended hiring Cuyler Kepling as a part-time firefighter/paramedic.

Chief Whitmore recommended appointing Ken James to fill the vacant position on the Firefighter Indemnity Board.



CITY ADMINISTRATOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: FEBRUARY 12, 2026

TOPIC/ ITEM

DISCUSSION

Zoning Officer Agreement

Agreement has been signed.

3002 Woodville Road

The City Administrator is requesting Council authorization to direct the City Attorney to initiate nuisance abatement proceedings for the property located at 3002 Woodville Road. The property has been vacant for approximately 15 years and continues to deteriorate, creating ongoing blight within the City’s central business district.

Due to extensive legal and financial encumbrances—including significant judgments, delinquent taxes, and surviving State and Federal tax liens—the private market has not produced a viable solution, and a sheriff’s sale alone is unlikely to result in productive reuse.

Nuisance abatement would allow the City to take control where the market has failed, address safety and aesthetic concerns, and intentionally plan for the site’s future without increasing current maintenance obligations. Even in a worst-case scenario involving demolition, the outcome would be a clean, manageable property that represents a clear improvement to this key gateway corridor. Immediate action is recommended to prevent continued deterioration and to protect the integrity of the business district.

Motion: to instruct the City Attorney to begin nuisance abatement proceedings on the property located at 3002 Woodville Road.

Charter Review

Administration has been discussing the need for a potential charter review.

COUNCIL FOLLOW UP (New & Old Business)

Item	Action Taken	Status: (complete, in progress)
Baseball/softball registration at upcoming baseball clinic	Administration contacted Anthony to share the suggestion to offer registration at an upcoming clinic. However, the clinic is after the registration deadline. Other efforts have been made to share the registration information, such as social media posts, emails, and flyers sent home with students.	Complete
Staff Audit	Working with WorkSpring (formerly Employers Association) to assess feasibility,	In Progress

AGREEMENT

This Agreement is entered into this _____ day of January, 2026, by and between the City of Northwood (hereinafter "the City"), being a municipal corporation in and political subdivision of the State of Ohio (hereinafter "the State") and duly organized and validly existing under the Constitution and Laws of the State and David Kuhn.

WHEREAS, the City Council has appointed David Kuhn as part-time officer in the Zoning Office.

IT IS THEREFORE MUTUALLY AGREED BETWEEN THE PARTIES AS FOLLOWS:

That, David Kuhn, shall serve as an officer in the Zoning Office effective January ____, 2026 and shall continue to serve until a successor has been appointed and commences performance or earlier upon termination as specified below.

The Zoning Officer's duties shall be to provide zoning service matters with the City of Northwood.

For services outlined above, the City shall pay an hourly rate of Thirty-four Dollars (\$34.00) per hour, for a maximum of 20 hours per week unless otherwise authorized by the City Administrator by written notice, retroactive to January ____, 2026. The Zoning Officer shall be paid monthly, for services rendered in the prior month.

That David Kuhn shall perform services as Zoning Officer as an outside Independent Contractor, and as such shall be responsible for all Federal, State and local taxes on payments received for services rendered.

The Zoning Officer shall not be entitled to any employee benefits or other benefits under this agreement.

The Zoning Officer may terminate this agreement upon service to the City Administrator a written notice of termination/resignation not less than thirty (30) days prior to the effective date of resignation/termination.

The City may terminate this agreement, without cause, upon serving written notice to the Zoning Officer at his office or home address not less than thirty (30) days prior to the effective date of said termination.

This agreement shall be construed and governed by Ohio law. There shall be no assignment of this agreement, the services to be provided being deemed personal.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the aforementioned date in the City of Northwood, County of Wood, Ohio.

For the City of Northwood:

Kevin Laughlin, City Administrator

David Kuhn

Date: _____

Approved as to form:

Brian J. Ballenger
Law Director

2026-1

RESOLUTION 2026-01 AUTHORIZING THE MAYOR AND DIRECTOR OF FINANCE TO ENTER INTO A CUSTOMER SUPPLY AGREEMENT FOR THE PROVISION OF THIRD-PARTY ELECTRIC GENERATION FOR RESIDENTIAL AND SMALL COMMERCIAL AGGREGATION PARTICIPANTS WITHIN THE CITY OF NORTHWOOD; AND DECLARING AN EMERGENCY

WHEREAS, the City of Northwood is certified by the Public Utilities Commission of Ohio (PUCO) to provide Governmental Aggregation Services for its eligible residential and small businesses consuming electricity through certification # 09-162E; and

WHEREAS, The City of Northwood aggregation services are governed by Chapter 4901 of the Ohio Administrative Code and section 4928.20 of the Ohio Revised Code; and

WHEREAS, the City of Northwood has historically worked cooperatively with other communities in Lucas and Northern Wood Counties as part of the Northwest Ohio Aggregation Coalition (NOAC); and

WHEREAS, through the efforts of the NOAC communities participating residential and small business consumers have saved over \$180 million on their natural gas and electricity purchases since 2001; and

WHEREAS, NOAC's energy consulting company, Palmer Energy Company, Inc., issued a Request for Proposals for electric opt out aggregation services to various certified electric suppliers; and

WHEREAS, the NOAC communities have met and reviewed the proposals with Palmer Energy and Palmer Energy recommended evaluating final offers on the day of signature from two companies, Direct Energy Services, LLC (Direct) and Dynegy Energy Services (East), LLC (Dynegy), to ensure the NOAC communities secured the best proposal to provide electric opt out aggregation services ; and

WHEREAS, the average annual savings for participants are expected to vary between about \$20 and \$50 over the term depending on weather.

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

SECTION 1. That the Mayor and Director of Finance be, and they hereby are authorized to enter into a Customer Supply Agreement with Direct or Dynegy, subject to final review and approval of the Director of Law and the City's consultant, Palmer Energy , on behalf of the City of Northwood.

SECTION 2. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution 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 Resolution is hereby declared an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens of the City of Northwood, Wood County, Ohio, to allow for all members of NOAC to sign their energy agreement at the same time and obtain the best price, and shall be in full force and effect from and immediately after its passage 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** _____, **2026.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-2

RESOLUTION 2026-02 ACCEPTING THE PROPOSAL OF ARCHER ENERGY, LLC TO EXTEND AN AGREEMENT PROVIDING NATURAL GAS SUPPLIES THROUGH OPT-OUT AGGREGATION TO ELIGIBLE RESIDENTIAL AND SMALL BUSINESSES IN THE CITY OF NORTHWOOD; AND DECLARING AND EMERGENCY.

WHEREAS, the City of Northwood is certified by the Public Utilities Commission of Ohio (PUCO) to provide Governmental Aggregation Services for its eligible residential and small businesses consuming natural gas through certification # 03-045G; and

WHEREAS, the City of Northwood aggregation services are governed by Chapter 4901 :1-27 of the Ohio Administrative Code and section 4929.20 of the Ohio Revised Code; and

WHEREAS, the City of Northwood has historically worked cooperatively with other communities in Lucas and Northern Wood Counties as part of the Northwest Ohio Aggregation Coalition (NOAC); and

WHEREAS, through the efforts of the NOAC communities participating residential and small business consumers have saved over \$180 million on their natural gas and electricity purchases since 2001; and

WHEREAS, NOAC's energy consulting company, Palmer Energy Company, Inc., issued a Request for Proposals for natural gas opt out aggregation services to various certified natural gas suppliers; and

WHEREAS, the NOAC communities determined that the best proposal offered was for 20 months from Archer Energy, LLC.; and

WHEREAS, the City of Northwood entered into a Master Service Agreement in March 2024 for the provision of natural gas opt out aggregation services; and

WHEREAS, the average savings for participants are expected to vary between about \$10 and \$30 over the term depending on weather and future discounts from Archer.

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

SECTION 1. That the proposal of Archer Energy, LLC, 9777 Fairway Drive, Powell, OH 43065 to extend its agreement to provide natural gas opt-out aggregation services to participants in the City of Northwood for the billing periods of June 2026 through May 2027 is hereby accepted subject to final contract approval by the Law Director and recommendation on pricing from Palmer Energy.

SECTION 2. That no funds from the City of Northwood are required to operate this program for the citizens.

SECTION 3. It is found and determined that all formal actions of council concerning or relating to the passage of this Resolution 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 4. This Resolution is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the citizens of the City of Northwood, Wood County, Ohio, to allow for all members of NOAC to sign their energy agreement at the same time and obtain the best price and shall be in full force and effect from and immediately after its passage 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 _____, 2026. **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

2026-2

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-9

ORDINANCE 2026-09 ADJUSTING THE 2026 CERTIFICATE OF ESTIMATED RESOURCES OF THE CITY OF NORTHWOOD ; AND DECLARING AN EMERGENCY

WHEREAS, the 2026 Budget Estimated Revenue passed on December 4, 2025 was adjusted from the Original 2026 Estimate of Revenues filed with Wood County on June 12, 2025; 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 SCMR Streets Fund by \$153,500:

222-1400-41404 Transfer from General Fund (\$153,500)

SECTION 2. That the Finance Director is hereby authorized to increase estimated revenue in the State Highway Fund by \$4,000:

224-0400-40801 Interest Income \$ 4,000

SECTION 3. That the Finance Director is hereby authorized to decrease estimated revenue in the Northwood Waste Fund by \$25,000:

230-1400-41404 Transfer from General Fund (\$25,000)

SECTION 4. That the Finance Director is hereby authorized to increase estimated revenue in the Firefighter Staffing Fund by \$345,000:

231-0300-40303 SAFER Grant Fund \$ 345,000

SECTION 5. That the Finance Director is hereby authorized to increase estimated revenue in the Economic Development Fund by \$100,200:

240-0300-40930 TIF Payments \$ 89,200
240-0700-40701 Vacant Property Registration 4,800
240-0800.40801 Interest Income 6,200

SECTION 6. That the Finance Director is hereby authorized to decrease estimated revenue in the Menards Debt Fund by \$ 600:

333-0300-40930 TIF Payments (\$ 600)

SECTION 7. That the Finance Director is hereby authorized to increase estimated revenue in the Capital Improvement Fund by \$289,775:

401-0300-40303 Grants \$ 192,775
401-0800-40801 Interest Income 97,000

SECTION 8. That the Finance Director is hereby authorized to increase estimated revenue in the Capital Replacement Fund by \$100,000:

408-0800-40801 Interest Income \$100,000

SECTION 9. That the Finance Director is hereby authorized to increase estimated revenue in the Storm Water Management Fund by \$375,000:

701-0300-40303 State Grants \$ 375,000

SECTION 10. That the Finance Director is hereby authorized to increase estimated revenue in the Northwood Civic Events Fund by \$ 5,000:

705-1100-41101 Donation from City \$ 5,000

2026-9

SECTION 11. 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 12. 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** _____, **2026.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-6

ORDINANCE 2026-06 ESTABLISHING CHAPTER 477 TITLED LOW SPEED VEHICLES, TO TITLE TEN OF THE NORTHWOOD CODIFIED ORDINANCES; AND DECLARING AN EMERGENCY.

WHEREAS, the City of Northwood, Ohio is a municipality with home-rule powers, including regulating vehicle traffic on certain streets within the City; and,

WHEREAS, Chapter 723, 723.01 of the Ohio Revised Code states that the legislative authority of a municipal corporation shall have the care, supervision, and control of the public highways, streets, avenues, alleys, sidewalks, public grounds, bridges, aqueducts, and viaducts within the municipal corporation; and

WHEREAS, similar local communities have adopted ordinances related to the operation of low speed and under-speed vehicles (commonly referred to as golf carts) as defined under the Ohio Revised Code on public streets; and

WHEREAS, Northwood City Council has determined that it is in the interest of public safety to regulate such low speed and under-speed vehicle use and to ensure that they are safe and their use is limited to those streets on which they may be operated safely; and

WHEREAS, the proposed Chapter 477 affecting the Traffic Code (Title Ten) of the Northwood Codified Ordinances was reviewed by the City Administrator and Chief of Police.

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

SECTION 1. . That Chapter 477 titled Low Speed Vehicles of the Northwood Codified Ordinances read as follows:

**CHAPTER 477
Low Speed Vehicles**

- 477.01 Definitions**
- 477.02 Inspections**
- 477.03 Usage and Restrictions**
- 477.04 Penalty**

477.01 DEFINITIONS (AS USED IN THIS CHAPTER)

- (a) "Motor vehicle" has the same meaning as set forth in Ohio R.C. 4501.01 (B).
- (b) "Operator" has the same meaning as set forth in Ohio R.C. 4501.01 (X).
- (c) "Vehicle" has the same meaning as set forth in Ohio R.C. 4501.01 (A).
- (d) "Low-speed vehicle" has the same meaning as set forth in Ohio R.C. 4501.01 (WW).
- (e) "Under-speed vehicle" has the same meaning as set forth in Ohio R.C. 4501.01 (XX).

477.02 INSPECTIONS

(a) No person shall operate a low-speed or under-speed vehicle on the streets within the City unless it has been inspected and approved by the Chief of Police, or his designee or by another agent designated and approved by the State of Ohio, for compliance with the applicable safety/equipment requirements of the State of Ohio relative to motor vehicles.

(b) If the Chief of Police, or his designee, or another agent designated and approved by the State of Ohio, determines that the low-speed or under-speed vehicle complies with the statutory requirements applicable to such vehicles, the Chief of Police shall issue the owner or operator a certificate of compliance entitling the owner or operator to operate the low-speed or under-speed vehicle on certain streets within the City. The owner or operator shall also show the Chief of Police or designee proof of liability insurance for the vehicle before a certificate of compliance is issued. The owner or operator of any such vehicle shall be required to pay a fee in the amount of twenty-five dollars (\$25.00), or as listed in the most recent Fee Schedule for the City, to the City through the Police Department before such vehicle may be operated lawfully on certain streets of the City. Any certificate issued pursuant to this Section by the Chief of Police expires after 365 days and the Chief of Police will designate the issuing date and expiration date on each certificate. The owner shall keep a copy of each certificate issued pursuant to this section inside the vehicle. The Chief of Police shall issue a sticker or other similar device to the owner of such vehicle once it passes inspection. The sticker shall signify compliance with this

2026-6

section and the expiration of the current inspection period. The owner of the vehicle shall display the sticker in a conspicuous place on the rear of the vehicle.

(c) The owner of a low-speed or under-speed vehicle shall also comply with all requirements of Ohio law regarding obtaining proper title, registration, and license plates prior to operating such vehicle on certain streets within the City. Compliance with this section shall be in addition to, rather than in lieu of, any applicable provisions of State law relative to the operation of motor vehicles.

477.03 USAGE AND RESTRICTIONS

(a) No low-speed or under-speed vehicle shall be permitted to travel on any City street where the speed limit is greater than 25 mph. Such vehicles will be permitted to cross intersections with higher speeds, so long as they remain on a street that has a speed limit of 25 mph or less.

(b) No low-speed or under-speed vehicle may be operated on any sections of any City of Northwood streets with speed limits greater than 25 mph.

(c) No low-speed or under-speed vehicle may be operated on lawns, sidewalks, trails, or pathways including Central Park, Brentwood Park, Nature Trails, Ranger Park and any other City facility. The use of low-speed or under-speed vehicles is restricted to roadways and parking lots.

(d) The operator of a low-speed or under-speed vehicle must be at least 16 years of age and have a valid driver's license.

(e) Any child who falls under the child restraint criteria set by R.C. 4511.81 is prohibited from being a passenger in a low-speed or under-speed vehicle. This includes children up to four years old and less than 40 pounds who are required to be in a child safety seat or any child who is eight years old or less and under four feet, nine inches in height who are required to be in a booster seat.

(f) Low-speed and under-speed vehicles must be operated in accordance with all State of Ohio traffic laws in addition to all applicable sections of the Northwood Municipal Code.

(g) City owned low-speed and under-speed vehicles performing City maintenance or related work or while being operated by a City employee while on duty are exempt from this Chapter.

(h) Emergency Support Utility Vehicles equipped with lights and sirens are exempt from this Chapter.

477.04 PENALTY

(a) Whoever violates any provision of this Chapter is guilty of a minor misdemeanor on a first offense; on a second offense within one year after the first offense, the person is guilty of a misdemeanor of the fourth degree; and each subsequent offense within one year after the first offense, the person is guilty of a misdemeanor of the third degree.

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 _____, 2026. **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



Memo

To: Administrator Laughlin
From: Chief Zahradnik
Date: January 13, 2026
Subject: Golf Cart Ordinance

Administrator Laughlin:

This is in response to the *Golf Cart Ordinance* being presented at council on January 22, 2026. I am not opposed to the ordinance and have taken steps in the past to be ready for the passage of such a law.

It should be noted that the golf carts will need to be titled at the BMV, pass an initial inspection by the Northwood PD, be issued a certificate, and then take this inspection certificate to the BMV to obtain their registration. The golf cart must display a registration plate issued by the BMV and the inspection sticker provided by my office. A fee for such an inspection will need to be added to the city's fee schedule. The prior Ordinance stated that a certificate issued by my office to operate will expire every 365 days. Since the owner is already required to display current registration on the vehicle, meaning they need to register annually, I would propose safety inspections and the issuance of a new certificate to occur every 3 or 5 years, council's choosing, in order to limit the time and financial burden to the citizens of Northwood.

Sincerely,

Jeff Zahradnik

Attachment: Golf Cart Inspection Form



(Application Year- #)

Northwood Police Department Golf Cart Inspection Form

Name _____	
Address _____	
Phone Number _____	Email Address _____
Make _____	Model & Year _____
VIN _____	Color _____
Registration # _____	Power Source (battery/ gas) _____
Odometer/ Hour Reading _____	Braking System Type _____ <small>(mechanical drum, hydraulic disc, regenerative/ motor)</small>

Date of Inspection _____

Name/ Unit # of Officer Inspecting (printed) _____

Period that this Inspection is Good for: Start Date: _____ End Date: _____

1 HEAD LIGHTS

- A. 2 present and in working order
- B. One near each side of the front of the vehicle
- C. Properly aimed
- D. White in color

2 TAIL LIGHTS

- A. At least 1 tail light mounted on the rear and in working order
- B. Red in color

3 LICENSE ILLUMINATION LIGHT

- A. White light in working order placed in such a manner as to illuminate the rear registration plate

4 RED REFLECTORS

- A. 2 red reflectors at the rear of the vehicle (may be part of the tail lamps), maintained as to be visible at night from all distances within three hundred feet to fifty feet from the vehicle

5 BRAKE LIGHTS

- A. 2 brake lights and in working order
- B. Red in color
- C. 1 near each side of the rear of the vehicle

6 TURN SIGNALS

- A. Equipped with an electrical or mechanical directional signal device capable of clearly indicating an intention to turn either to the right or to the left, is visible from both the front and rear, and in working order

7 NO UNAUTHORIZED LIGHTS

- A. No more than 1 spotlight attached
- B. No more than 3 auxiliary driving lights mounted on the front of the vehicle
- C. May have a light mounted on the side of the vehicle that is either white or amber light without emitting a glare
- D. Back-up lights are permitted, but shall not be continuously activated when the vehicle is in a forward motion
- E. No more than 5 lights activated at any one time from the front of the vehicle
- F. No flashing lights other than turn indicators and hazard lights

8 BRAKES

- A. Brake System Inspection
 - 1. Mechanical Drum Brakes
 - a) No obvious damage or excessive wear to the system (check wires and other components)
 - 2. Hydraulic Brake System-
 - a) Tested with vehicle in stopped position, maintained brake pedal height under moderate foot force (40 to 60 lbs) for 1 minute
 - b) Tested for sufficient brake pedal reserve
 - (1) Non-powered system
 - (a) Stopped position, brake pedal depressed under moderate foot force (40 to 60 lbs), minimum of approximately 1/3 of total available pedal travel remaining
 - (2) Power assisted systems
 - (a) Motor running, stopped position, brake pedal depressed under moderate foot force (15 to 20 lbs), 1/5 or more of total available pedal travel remaining
 - c) Brake cylinders inspected
 - (1) No leakage observed
 - 3. Regenerative (Motor) Brakes
 - a) No obvious signs of damage to accelerator pedal, wheels, or motor
 - 4. Emergency brake
 - a) Tested by moderately pushing the vehicle with the emergency brake activated and the brake held the vehicle on a surface free from snow, ice, or loose material, and is adequate to stop the vehicle in the event that the service brake should fail

- B. Stopping Distance (for all types of braking systems)
 - 1. Tested on a level, dry, smooth, hard surface, free of loose material, oil or grease, using the service brake only, or motor in the case of a regenerative braking system, to stop the vehicle
 - a) Vehicles with brakes on all wheels
 - (1) stopped within 30' from a speed of 20 mph.
 - b) Vehicles not having brakes on all wheels
 - (1) stopped within 40' from a speed of 20 mph

9 STEERING WHEEL

- A. Operates normally
- B. Play in Steering Wheel
 - 1. Power- 2" or less
 - 2. Manual- 3" or less

10 HORN

- A. Equipped with a horn in good working order
 - 1. Capable of emitting sound audible, under normal conditions, for a distance of not less than 200'
 - 2. Not equipped with a siren, whistle, or bell (emergency vehicles only)

11 REARVIEW MIRROR

- A. Equipped with a rear view mirror
 - 1. Located as to reflect to the operator a view of the roadway to the rear of the vehicle
 - 2. Clear and unobstructed view to the rear of the vehicle

12 WINDSHIELD

- A. Equipped with safety glass, if glass is installed, or impact resistant acrylic/ polycarbonate material of sufficient thickness
 - 1. "Safety glass" means any product composed of glass so manufactured, fabricated, or treated as substantially to prevent shattering and flying of the glass when it is struck or broken, or such other or similar product as may be approved by the registrar of motor vehicles
- B. Free from discoloration, diffusion, cracks, and unauthorized obstructions

13 WINDSHIELD WIPERS

- A. Equipped with a device for cleaning rain, snow, or other moisture from the windshield
 - 1. Maintained in good working order and so constructed as to be controlled or operated by the operator of the vehicle
 - 2. Capable of cleaning the windshield in such a fashion as to leave the driver a clear view

14 TIRES

- A. Properly inflated as to manufacturer's specifications
- B. Minimum of 1/16" depth of tread
- C. No major bumps, bulges, breaks, thrown tread, or other unsafe conditions

15 SEATBELTS

- A. Equipped with proper seat belt assemblies
- B. 1 seat belt assembly for every driver and passenger seating position, and in working order

16 WHEELS/ RIMS

- A. No excessive bends, dents, or twists
- B. Wheel bolts, nuts, studs, and lugs are not loose, missing, or damaged

17 VEHICLE BODY CREATING DANGEROUS CONDITION

- A. Vehicle is not equipped with or has protruding objects or broken sharp edges on the body or other vehicle parts (dangerous to any person coming in contact with same)

18 EXHAUST SYSTEM

- A. Internal combustion engines shall have a properly working and attached exhaust system
- B. Not equipped with a device which would produce excessive smoke, gas, or chemical to flow into or upon the exhaust pipe, or equipped in any other way as to produce, or emit smoke or dangerous or annoying gases from any portion of the vehicle
- C. Not equipped with an exhaust system which would produce any excessive, and/ or unusual noise
- D. Not so loud as to disturb the normal peace and quiet of the city
 - 1. is of normal loudness considering the type of power used to propel the vehicle

19 VEHICLE IDENTIFICATION NUMBER (VIN)

20 PROOF OF LIABILITY INSURANCE SHOWN (Current)

21 \$25 INSPECTION FEE PAID TO THE CITY OF NORTHWOOD (cash or check, receipt provided)

Passed Inspection

- Certificate of Compliance** issued to the owner or operator
- Inspection Sticker** issued & placed onto the front lower left corner of the golf cart's windshield
- Advised owner that a title and registration are needed for this golf cart from the BMV before it may be driven on the roadway. A license plate must also be affixed to the rear of the vehicle.

Failed Inspection

- Advised owner to make necessary repairs and return for an additional inspection *

* Repairs that are needed before this vehicle will pass inspection (If none required, write "N/A")

(Officer's Signature)

(Date)

Original- File w/ Admin

Copy- to Owner/ Operator

2026-7

ORDINANCE 2026-07 REALLOCATING THE DISTRIBUTION OF FUNDS RECEIVING INTEREST INCOME AND THE DISTRIBUTION THEREOF BY THE FINANCE AND REVENUE DIRECTOR.

WHEREAS, the Finance and Revenue Director has recalculated the percentage of total funds allocated for interest income distribution based on 12/31/2025 fund balances and it is necessary to reallocate interest earnings to various funds,

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

SECTION 1. Effective January 1, 2026, the Finance and Revenue Director is hereby authorized to distribute interest income earned on all investment, savings and checking accounts to the following funds.

Fund 110	General Fund	26%
Fund 111	Budget Stabilization Fund	25%
Fund 222	SCMR	1%
Fund 224	State Hwy.	1%
Fund 240	Economic Development	1%
Fund 355	OWDA Brownfield Reserve	4%
Fund 401	Capital Improvement Fund	17%
Fund 408	Capital Replacement Fund	21%
Fund 701	Storm Water Mgmt. Fund	4%

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. The effective date of this ordinance shall be the earliest date allowed by law.

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** _____, **2026.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-8

ORDINANCE 2026-08 AUTHORIZING SUPPLEMENTAL APPROPRIATIONS OF THE CITY OF NORTHWOOD FOR FISCAL YEAR 2026, AND DECLARING AN EMERGENCY.

WHEREAS, the City has received a cost estimate of \$76,000 for the replacement of railroad crossing detection equipment; and,

WHEREAS, funds need to be appropriated prior to contracting for this project;

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 increase Supplemental Appropriations in the Capital Replacement Fund totaling \$76,000 as follows:

408-7810-53535 General Admin Capital Replacement 76,000

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. The effective date of this ordinance shall be immediate by law

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** _____, **2026.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-2

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

WHEREAS, the City of Northwood has researched the compensation of management personnel in similar municipalities in the State of Ohio; and,

WHEREAS, , in order to attract and maintain high-quality personnel, the City of Northwood must offer compensation to these individuals comparable to neighboring communities.

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

SECTION 1. Effective with the passage of Ordinance 2026-02, the City Administrator, with the consent of the Mayor, is authorized to set the compensation of Management personnel within the limits outlined in said Ordinance.

SECTION 2. A cost of living adjustment of 4.5% was applied to the base compensation of eligible employees.

SECTION 3. Effective retroactively to January 1, 2026, the maximum compensation rate for the following personnel shall be as follows:

A. MANAGEMENT PERSONNEL Per Year, Payable Bi-Weekly

City Administrator	\$ 118, 022.58
Police Chief	\$ 113,405.62
Fire Chief	\$ 67,926.09
Director of Public Service	\$ 95,189.55
Finance & Revenue Director	\$ 102,365.69
Clerk of Court	\$ 68,149.75
Planning, Zoning Economic Development Coordinator	\$ 68,723.36
Police Captain	\$ 101,213.25
City Law Director	\$ 39,341.29
City Prosecutor	\$ 23,352.97
Recreation Director	\$ 62,270.00

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 5. 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** _____, **2026.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-3

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

WHEREAS, the City of Northwood has researched the compensation of personnel in similar municipalities in the State of Ohio; and,

WHEREAS, in order to attract and maintain high-quality personnel, the City of Northwood must offer compensation to these individuals comparable to neighboring communities.

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

SECTION 1. Effective with the passage of Ordinance 2026-03, the City Administrator, with the consent of the Mayor, is authorized to set the compensation of Management personnel within the limits outlined in said Ordinance.

SECTION 2. A cost of living adjustment of 4.5% was applied to the base compensation of eligible employees.

SECTION 3. Effective retroactively to January 1, 2026, the maximum compensation rate for the following personnel shall be as follows:

A. POLICE EMPLOYEES	Hourly	
Police Secretary	28.80	
B. OFFICE EMPLOYEES	Hourly	Per Year
Executive Administrative Assistant	28.86	\$60,033.53
City Clerk		\$4,170.79
C. RECREATION EMPLOYEES	Hourly	Per Year
Assistant Recreation Director	26.62	\$55,385
D. FIRE DEPARTMENT	Hourly	Per Year - based on 2600 hrs
Full time Firefighter/Basic EMT	23.54	\$61,214.55
Full time Firefighter/Advanced EMT	26.72	\$69,476.81
Full time Firefighter/Paramedic	28.35	\$73,707.32

Lateral transfers with a minimum of two years full-time in the Ohio Police and Fire Pension System

Salary/Experience	Basic EMT	Advanced EMT	Paramedic
Starting Base	\$61,214.55	\$ 69,476.81	\$73,707.32
2 Years	\$64,887.43	\$73,645.42	\$78,129.76
3 Years	\$66,834.05	\$75,854.78	\$80,473.65
4 Years	\$68,839.07	\$78,130.43	\$82,887.86
5 Years Plus	\$70,904.24	\$84,474.34	\$85,374.49

A sign-on bonus will be paid annually for three years upon completion of their anniversary date. Retroactive to the first round of full-time hires

- Firefighter/Basic EMT - \$1,000/\$3,000 for the three years
- Firefighter/Advanced EMT - \$1,500/\$4,500 for the three years
- Firefighter/Paramedic - \$2,500/\$7,500 for the three years.

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 5. 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.

2026-3

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 _____, 2026. In Effect: _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor

2026-4

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

WHEREAS, the City of Northwood has researched the compensation of personnel in similar municipalities in the State of Ohio; and,

WHEREAS, in order to attract and maintain high-quality personnel, the City of Northwood must offer compensation to these individuals comparable to neighboring communities.

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

SECTION 1. Effective with the passage of Ordinance 2026-04, the City Administrator, with the consent of the Mayor, is authorized to set the compensation of personnel within the limits outlined in said Ordinance.

SECTION 2. A cost of Living adjustment of ~~2.4~~ 4.5% was applied to the base compensation of eligible employees.

SECTION 3. Effective retroactively to January 1, 2026, the maximum compensation rate for the following personnel shall be as follows:

	Hourly	Per Year
A. OFFICE EMPLOYEES		
Part-Time Code Enforcement Officer	27.82	
PT Exterior Property Maintenance inspector	27.82	
Legal Secretary/Receptionist		\$47,025
Monthly		
Civil Service Secretary	212.25	\$2,547
B. POLICE EMPLOYEES		
Crossing Guard	16.82	
C. COURT EMPLOYEES		
PT Deputy Court Clerk	26.96	
D. RECREATION EMPLOYEES		
Recreation Shift Lead	21.89	
Recreation Worker	20.89	
Concession Stand	16.87	
E. STREET DEPARTMENT SEASONAL		
Groundskeeper	18.81	

F. FIRE DEPARTMENT

The compensation of a member of the Volunteer Fire Department will be based on a point system with each point to have a value based on the classification rate established below, and with all accreditation of points to be subject to the approval of the Fire Chief.

BASE RATE	
Recruit	\$16.03
Firefighter	\$19.81
Firefighter-EMT	\$23.26
Firefighter-Advanced EMT	\$24.42
Firefighter-Paramedic	\$25.64

RANK DIFFERENTIAL	
Lieutenant	base plus \$0.56
Captain	base plus \$1.13
District Chief	base plus \$1.13
Deputy Chief	base plus \$1.69

2026-4

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 5. 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: ___

Vote to ammend For: ___ Against: ___ Abstain: ___

Vote to adopt as amended: For: ___ Against: ___ Abstain: ___

Adopted this ___ **day of** _____, **2026.** **In Effect:** _____

ATTEST:

Clerk of Council

President of Council

APPROVED AS TO FORM:

APPROVED:

City Attorney

Mayor



CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: FEBRUARY 12, 2026

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 for review and approval. Bid out after ODOT approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	Construction	Construction has been completed as far as the weather has allowed. Plantings will be completed in the spring.
Dalling Drive Extension Improvements	\$713,562.02	Construction	In the process of getting contracts signed. Contractor to start March 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 except for seeding along Oregon Rd. Waiting on contractor's invoice. Will begin to calculate sidewalk assessments
Northwood 2026 Pavement Resurfacing Improvements	\$676,800.00	Design	Survey Crew will begin topographic survey as weather permits.
NCC Parking Lot - Phase 2	\$324,400.00	Design	Topographic survey performed, currently in design phase.

ISSUES REQUIRING COUNCIL ATTENTION

Motion to advertise for Bids

Project Name	Bid Opening Date
Wales Road Trainfo Sensor Installation	TBD

Motion to Award Contract

Project Name	Contractor	Bid Amount
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