



**REGULAR CITY COUNCIL MEETING**

**Thursday, March 26, 2026 at 7:01 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:**

- March 12, 2026 Regular Council Meeting Minutes

**PRESENTATION:**

- NWWSD

**PUBLIC COMMENT:**

**COMMUNICATIONS:**

**COUNCIL COMMITTEE REPORTS:**

**Economic Development** ~ *Councilor Barton*

**Finance** ~ *Councilor Dickey - Next Meeting 4/9/26 @ 6:30PM*

**Recreation Board** ~ *Councilor Barton*

**Safety** ~ *Councilor Kretz*

**Tree Commission** ~ *Council President Melnyk*

**Service** ~ *Councilor Edwards*

**Parks, Rec & NCC** ~ *Councilor Huntermark - Next Meeting 3/26/26 @ 6:45PM*

**Committee Of The Whole** ~ *Council President Melnyk*

**MAYOR:** *Mayor Schimmel*

**CITY ADMINISTRATOR:** *Kevin Laughlin*

**CITY FINANCIAL REPORT(S)**

- February 2026 month end financials
- February 2026 bank reconciliation
- City Administrator's Report

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

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
THOMAS PORTER ARCHITECTS	PERMIT DRAWINGS FOR FIRE DEPT	\$11,252.10
REINEKE FORD LINCOLN	2026 FORD SUV	\$41,829.00
GEDDIS PAVING & EXCAVATING INC	W. ANDRUS PAVING IMPROVEMENT PROJECT	\$273,721.65
DEX IMAGING LLC	SERVER REPLACEMENT PROJECT	\$35,664.00
ANTHEM BLUE CROSS AND BLUE SHIELD	HEALTH & VISION INSURANCE 4/1/26-5/1/26	\$60,693.41
ATLANTIC EMERGENCY SOLUTIONS	TURNOUT GEAR	\$37,305.00
DIRECT FITNESS SOLUTIONS	NCC GYM EQUIPMENT	\$19,997.00

**NEW RESOLUTION:**

**PENDING RESOLUTION:**

**RESOLUTION 2026-03** AMENDING SECTION 1 OF 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. *2nd Reading.*

**NEW LEGISLATION:**

**ORDINANCE 2026-12** AMENDING NCO CHAPTER 1240.06 TITLED DEFINITIONS; AND DECLARING AN EMERGENCY. *1st Reading.*

**ORDINANCE 2026-13** AMENDING SECTIONS OF NCO CHAPTER 1274, C COMMERCIAL DISTRICT; AND DECLARING AN EMERGENCY. *1st Reading.*

**PENDING LEGISLATION:**

**ORDINANCE 2026-10** ADOPTING THE 2026 COMPREHENSIVE PLAN UPDATE AS RECOMMENDED BY THE NORTHWOOD PLANNING COMMISSION, AND THE COMPREHENSIVE PLAN COMMITTEE; 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:**

March 12, 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 Acting Mayor, Melnyk at 07:00 PM on March 12, 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: Councilor Barton, Councilor Dickey, Councilor Edwards, Councilor Huntermark, Councilor Kretz, Councilor McGaharan, Council President Melnyk City Administrator Kevin Laughlin, and City Engineer Josh Auman.

**MOTION:** Councilor Edwards made a motion to **excuse Mayor Schimmel** ; 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)*

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

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

### APPROVAL OF MINUTES

Febraury 26, 2026

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

### PRESENTATION

### PUBLIC COMMENT

### COMMUNICATIONS

### COUNCIL COMMITTEE REPORTS

#### Economic Development

No Report.

#### Finance

No Report. Next Meeting: April 9th @ 6:30 pm to discuss Fire Department apparatus', staffing, and VFW crossing beacon

#### Recreation Board

Meeting held on March 4th. A quorum was not present; therefore, no official actions were taken and the meeting consisted of general discussion and informational updates.

For the spring soccer program, a total of 53 participants registered, compared to 63 registrations the previous year. Five teams have been formed: one U6 team, one U8 team, two U10 teams, and one U12 team, all of which have volunteer coaches. An additional soccer field has been laid out at Brentwood Park for the U8 and U10 divisions, utilizing the area previously used for U14 play, which will allow the three teams to share two fields for scheduling.

Baseball and softball registration closed March 1, with 143 total registrations compared to 113 last year, representing approximately a 25% increase. Anticipated baseball teams include three U6 teams, two U8 teams, two U10 teams, and one U12 team. Softball will include one team each at the U8, U12, and U14 levels.

Upcoming Recreation Board events include the Easter event at the Northwood Community Center on March 21. The annual trout release is scheduled for April 11, with fish stocking beginning April 10. The event will begin at 9:00 a.m. Additionally, the Recreation Board received permission from the Ohio Department of Natural Resources to stock Stoner Pond with baitfish.

#### Safety

Meeting held on March 3rd. The committee discussed the feasibility study for a proposed new public safety building. Phases 1 through 3 have already been completed, and the committee recommended proceeding with Phase 4, which would evaluate the development of a combined police and fire facility. The cost for Phase 4 would not exceed \$26,000 and has already been budgeted in the 2026 budget.

## March 12, 2026

**MOTION:** Councilor McGaharan made a motion to **proceed with phase 4 of the feasibility study for the safety services building** ; 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)*

The committee also discussed the condition and age of the Fire Department apparatus fleet. Several vehicles are beyond their recommended service life. A proposal was presented to replace existing equipment with a new Quint apparatus, estimated at approximately \$1.9 million, and a new chassis engine to replace the current mini pumper, bringing the total estimated cost to approximately \$2,725,000. The Quint would function as a hybrid ladder/engine and replace two vehicles, reducing the overall fleet by one vehicle.

If both vehicles are ordered together, the City could realize an estimated savings of 3–5 percent, approximately \$80,000 to \$134,000. Additional funds may be recovered through the sale of existing apparatus, estimated between \$400,000 and \$800,000. Payment would not be required at the time of ordering; the engine would require payment in approximately two years and the Quint in approximately four years. This item was not included in the current budget and was referred to the Finance Committee for further discussion due to the significant capital cost.

The committee also discussed future staffing considerations for the Fire Department. The SAFER grant that currently supports staffing will expire in 2028. The department has experienced the loss of several part-time firefighters in recent years, and approximately 35 percent of responders are age 60 or older. The need to begin planning for long-term staffing sustainability was noted, and the matter may be discussed further by the Finance Committee.

### Tree Commission

Meeting held on March 10th. The committee set the Arbor Day Celebration for April 24th at 11am at Brentwood Park near the location of the old Lark building. A rain date was set for May 1st. They also discussed the concept of establishing a “microforest,” which is a small, densely planted area of native trees and shrubs designed to mimic a natural forest ecosystem. These areas are typically about the size of a tennis court and can support significantly more species of birds, insects, and small animals. Additional benefits include cooling surrounding areas, improving air quality by absorbing carbon and pollutants, and reducing stormwater runoff through dense root systems.

The Commission noted that potential future locations for microforests could be considered at Nature Trails and along Access Road B if property becomes available. Members also discussed the potential for the project to attract birdwatchers and visitors, which could benefit local businesses. The next meeting of the Tree Commission will be a special meeting scheduled for April 14 @ 6:00 PM

### Service Next Meeting: 3/12/26 @ 6:30PM

Meeting held this evening. Discussion included TRAINFO, the advanced warning system for blocked rail crossings. \$102,790 for devices and labor and \$9,600 for the yearly subscription.

**MOTION:** Councilor Edwards made a motion to **authorize the City Administrator to sign the proposal for TRAINFO**; 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)*

Next item was the radar detection at Woodville and Wheeling. This is to control the light signal at the intersection. The committee recommended purchasing the radar for \$30,675

**MOTION:** Councilor Edwards made a motion to **authorize the purchase of the radar detection system for Woodville and Wheeling**; 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)*

The Committee recommended purchasing a new tractor for \$73,570 and a mower deck for \$56,815.

**MOTION:** Councilor Edwards made a motion to **authorize the purchase of the tractor and mower deck** ; 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)*

Lastly, the committee recommended approving the quote from Northwood Door to replace 5 doors, 2 on Station 82, 2 on Station 83 and 1 on the PD for \$18,676.

**MOTION:** Councilor Edwards made a motion to **authorize the purchase of the tractor and mower deck** ; 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)*

### Parks, Rec & NCC

No Report. Next Meeting: March 26th @ 6:45 pm to discuss Bleachers and Sunday hours

### Committee of the Whole

# March 12, 2026

No Report.

**MAYOR Mayor Schimmel**

No Report.

**CITY ADMINISTRATOR Kevin Laughlin**

**CITY FINANCIAL REPORT(S)**

**FEBRUARY 2026 EXPENDITURES REPORT**

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

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

<u>INVOICE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
WOOD COUNTY OFFICE	SHERIFF'S MONTHLY FEE FOR DISPATCHING	\$17,370.82
VC3	FEBRUARY MONTHLY BILLING	\$14,039.38
PLATTENBURG & ASSOCIATEES, INC.	AUDIT SERVICES 2/1/26-2/28/26	\$10,000.00
DAVEY RESOURCE GROUP	WM DRY CREEK RESTORATION SERVICES THROUGH 2/28/26	\$13,890.98

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

**City Administrator's Report**

The City Administrator reported that DEX Imaging was on site March 5–6 to install the client application on city computers. Council members who have not yet coordinated installation were asked to do so. Installation must initially be completed while connected to the City's Wi-Fi, after which remote access will be available. The City's new servers have been delivered ahead of schedule and are expected to be installed in the coming weeks along with a new firewall. The installation will require brief system downtime, and staff will be notified when a date is scheduled.

The Administrator also reported that a meeting was held March 5 with WorkSpring to discuss personnel services and concerns. The City will begin an initial phase of a workplace audit focusing on reviewing current job descriptions and comparing them to best practices. Employees will complete questionnaires regarding their duties, and the firm will provide an analysis of the results. The cost is \$90 per job description review and is expected to total under \$1,500.

A quote of approximately \$18,000 was obtained for the installation of a pedestrian beacon on Andrus Road near the VFW. Council requested that the matter be referred to the Finance Committee for further review.

The Administrator reported attending a March 3 meeting with the Wood County Stormwater Management Program. The County is proposing program changes that may increase the City's annual participation cost from approximately \$5,000 to about \$15,000. The increase would still provide a cost-effective way to meet federal stormwater management requirements. No invoice has been received yet and the report was provided for informational purposes.

Council was also informed of several upcoming events. The PRISM Awards will be held May 7, 2026, at the Maumee Bay Lodge and Conference Center. The annual Wood County Economic Development Annual Dinner will take place April 16 from 6:00 to 9:00 p.m. at the Hilton Garden Inn Perrysburg. A Council retreat has been tentatively scheduled for April 25, 2026.

The Administrator also reported that the Village of Walbridge has approved its portion of a police mutual aid memorandum of understanding. Council approved authorizing the City Administrator to sign the agreement.

**MOTION:** Councilor Edwards made a motion to **approve the quote from Northwood Door to replace the 5 doors;** 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)*

Lastly, the Administrator recommended adopting the emergency clause for the resolution rescinding the Community Reinvestment Area (CRA) agreement with McNerney in order to align with the upcoming meeting of the Tax Incentive Review Council later in the month. The project associated with the agreement has not

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materialized and the agreement has already been extended multiple times; however, the developer may reapply in the future if a project proceeds.

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### NEW RESOLUTION

**RESOLUTION 2026-03 AMENDING SECTION 1 OF 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 - Edwards

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### PENDING RESOLUTION

### NEW LEGISLATION

**ORDINANCE 2026-11 RESCINDING ORDINANCE 2023-55 AUTHORIZING A COMMUNITY REINVESTMENT AREA AGREEMENT WITH MCNERNEY DEVELOPMENT LLC AND DECLARING AN EMERGENCY.**

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

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

**MOTION:** Councilor Edwards made a motion to **Move on Final Adoption**; 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) \* effective Immediately*

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### PENDING LEGISLATION

**ORDINANCE 2026-10 ADOPTING THE 2026 COMPREHENSIVE PLAN UPDATE AS RECOMMENDED BY THE NORTHWOOD PLANNING COMMISSION, AND THE COMPREHENSIVE PLAN COMMITTEE; AND DECLARING AN EMERGENCY.**

2nd Reading - Edwards

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

**MOTION:** Councilor Edwards made a motion to **Move on Final Adoption**; 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)*

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

No Report.

### CITY ENGINEER'S REPORT/DISCUSSION **Josh Auman**

#### City Engineer's Report

**Curtice Road, Dry Creek, and Dalling Drive Extension:**

There are no new updates on the Curtice Road project, as plans are still under review by the Ohio Department of Transportation. Similarly, no additional updates were reported for the Dry Creek project or the Dalling Drive Extension.

**West Andrus Project:**

The contractor recently provided project quantities. The City Engineer is reviewing the invoices and verifying quantities to ensure the contractor is only paid for work performed and materials delivered.

**Pavement Resurfacing:**

2025 Resurfacing Improvements: No updates at this time.

2026 Resurfacing Improvements: A site walk was conducted along Richmond and Dilrose Roads to determine quantities for sidewalk and curb replacements. These measurements will be incorporated into the design plans over the coming weeks.

**Northwood Community Center (NCC) Parking Lot – Phase 2:**

The final layout for Phase 2 of the parking lot has been established in coordination with Glenn from Reville, ensuring compatibility with the existing community center design. The plan accounts for potential future

## March 12, 2026

expansion at the rear of the building. The project will utilize available funding of approximately \$297,000 from the community center construction fund. Paving the lot now will provide a completed appearance and avoid future disruption if expansion occurs.

### **Train Sensor Installation:**

Council approved a motion to advertise for bids for the train detection sensor installation. It was noted that this will likely be a sole-source project, but the minimum advertising requirements will be met to comply with regulations. Legal counsel will review the process.

**MOTION:** Councilor Huntermark made a motion to **advertise for bids for train sensor installation**; 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)*

### **Woodville Road Sidewalk Improvements:**

The low bidder's paperwork for the Woodville Road sidewalk improvement project has been approved by ODOT. The City is working to ensure compliance with LPA regulations, including that the contractor performs at least 30% of the work. Once all requirements are verified, the project will move toward award and construction.

### **Northwest Water and Sewer – Woodville Road Water Line Replacement:**

Bids for a water line replacement project along Woodville Road from Lemoyne Road to Owen Road have been opened by the Northwestern Water and Sewer District. The City has already begun coordinating lane closures and traffic management to minimize disruption. The City Engineer will participate in the pre-construction meeting to ensure project activities are as minimally invasive as possible to local traffic.

### **Other Notes:**

Expansion considerations for the NCC were addressed, confirming that the current parking design accounts for potential future expansion of approximately 15,000 square feet at the rear of the building.

Coordination continues with external agencies regarding roads that have historically had shared maintenance responsibilities, such as a section off SR 579 managed by Lake Township but maintained by the City in the past.

The Engineer concluded by confirming that all projects are progressing within anticipated timelines and that further updates will be provided as work advances.

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### **NEW BUSINESS**

Councilor Dickey shared a request from Jake, the commander at the VFW, for a speaker for their Memorial Day celebration on May 28th. Anyone interested is encouraged to reach out to Mr. Dickey.

### **OLD BUSINESS**

None.

### **PERSONS APPEARING BEFORE THE MAYOR AND COUNCIL**

### **EXECUTIVE SESSION**

### **ADJOURNMENT**

7:55PM

### **ATTEST:**

\_\_\_\_\_  
*Council Clerk*

### **APPROVED:**

\_\_\_\_\_  
*Mayor*



## CITY ADMINISTRATOR'S REPORT

REGULAR CITY COUNCIL MEETING ON: MARCH 26, 2026

**TOPIC/ ITEM**

**DISCUSSION**

Resolution 2026-03

This Resolution amends the aggregation service extension period established in Resolution 2026-02, changing the term from June 2026–May 2027 to June 2026–April 2028.  
Request this Resolution is adopted tonight by emergency.

OPBA - Juneteenth MOU

Request authorization to sign

**COUNCIL FOLLOW UP (New & Old Business)**

Item	Action Taken	Status: (complete, in progress)

**2026-3**

**RESOLUTION 2026-03 AMENDING SECTION 1 OF 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.**

**WHEREAS**, on February 12, 2026, this Council passed Resolution 2026-02, accepting the proposal of Archer Energy, LLC to extend its agreement to provide natural gas opt-out aggregation services to eligible residential and small businesses in the City of Northwood; and

**WHEREAS**, Council now finds it necessary to amend Section 1 of Resolution 2026-02 to revise the term of the billing periods for said agreement;

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

**SECTION 1.** That Section 1 of Resolution 2026-02 is hereby amended to read as follows:  
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 April 2028 is hereby accepted subject to final contract approval by the Law Director and recommendation on pricing from Palmer Energy.

**SECTION 2.** That all other provisions of Resolution 2026-02 not thereinbefore amended or modified shall remain in full force and effect.

**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 an emergency measure necessary for the immediate preservation of the public peace, safety, and welfare of our citizens. This Resolution 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

2026-12

**ORDINANCE 2026-12 AMENDING NCO CHAPTER 1240.06 TITLED DEFINITIONS; AND DECLARING AN EMERGENCY.**

**WHEREAS,** The Northwood Planning Commission has recommended amending Chapter 1240.06, Definitions, of the Northwood Codified Ordinances; and

**WHEREAS,** A Public Hearing was held by the Northwood City Council regarding this recommendation on Thursday, March 12, 2026 at 7:00PM in the Council Chambers of the Northwood Municipal Building.

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

**SECTION 1.** That Chapter 1240.06 of the Northwood Codified Ordinances, titled Definitions, be amended to read as follows:

**1240.06 DEFINITIONS.**

As used in this Zoning Code:

(183) "Self-service storage facility" means any real property that is designated and used for the purpose of renting or leasing individual storage spaces in the facility, whether as rooms, lockers, containers, or other indoor and/or outdoor space, to individuals, businesses, or other entities for the purpose of storing possessions. The term "self-storage facility" shall include mini-storage facilities. ~~a building consisting of individual, small, self-contained units that are leased or owned for the storage of business and household goods or for contractors' supplies.~~

**SECTION 2.** That all other provisions of Chapter 1240 of the Northwood Codified Ordinance not thereinbefore amended or modified shall remain in full force and effect.

**SECTION 3.** 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 4.** 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

**2026-10**

**ORDINANCE 2026-10 ADOPTING THE 2026 COMPREHENSIVE PLAN UPDATE AS RECOMMENDED BY THE NORTHWOOD PLANNING COMMISSION, AND THE COMPREHENSIVE PLAN COMMITTEE; AND DECLARING AN EMERGENCY.**

**WHEREAS**, the City of Northwood previously adopted a Comprehensive Plan to guide long-range planning, land use, development, infrastructure improvements, and community growth; and

**WHEREAS**, the City initiated an update to its Comprehensive Plan to reflect current conditions, community input, economic development goals, infrastructure needs, and long-term policy objectives; and

**WHEREAS**, the Northwood Planning Commission and the Comprehensive Plan Committee have reviewed the proposed 2026 Northwood Comprehensive Plan and formally recommended its adoption to City Council; and

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

**SECTION 1.** That the recommendation of the Northwood Planning Commission for the update of the Comprehensive Plan is hereby approved and adopted as provided in the 2026 Comprehensive Plan attached hereto as Exhibit A.

**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 and for the future reason that it is necessary to have an up-to-date Comprehensive Plan, with which to promote land development in the City of Northwood. 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



## CITY ENGINEER'S REPORT

REGULAR CITY COUNCIL MEETING ON: MARCH 26, 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 have been submitted to ODOT for review and approval. Bid out after ODOT approval.
Dry Creek Aquatic and Riparian Restoration Project	\$500,000.00	Construction	Planting to be tentatively completed early April.
Dalling Drive Extension Improvements	\$713,562.02	Construction	Contracts have been signed and distributed. Contractor to start tentatively May 4. Construction to run until July 31.
West Andrus Road Pavement Improvements	\$405,060.12	Construction	Construction is complete. Waiting on contractor's invoice. Calculating sidewalk assessments
Northwood 2025 Pavement Resurfacing Improvements	\$721,775.00	Construction	Construction is complete except for seeding along Oregon Rd. Calculating sidewalk assessments
Northwood 2026 Pavement Resurfacing Improvements	\$676,800.00	Design	Survey Crew will perform topographic survey as weather permits.
NCC Parking Lot - Phase 2	\$324,400.00	Design	Design

### ISSUES REQUIRING COUNCIL ATTENTION

#### Motion to advertise for Bids

Project Name	Bid Opening Date
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#### Motion to Award Contract

Project Name	Contractor	Bid Amount
PID-117150 WOO-SR51-3.20 - Woodville Road Sidewalk Improvements	Perram Electric, Inc.	\$543,812.00

# FellerFinch

& ASSOCIATES, INC.

Engineers • Architects • Surveyors

1683 Woodlands Drive  
Maumee, Ohio 43537  
Phone: (419) 893-3680  
Fax: (419) 893-2982  
[www.fellerfinch.com](http://www.fellerfinch.com)

Donald L. Feller, P.E.  
Gregory N. Feller, P.E.  
Aaron M. Feller, P.E.

March 24, 2026

Mr. Kevin Laughlin, City Administrator  
City of Northwood  
6000 Wales Road  
Northwood, OH 43619

RE: PID 117150 WOO-SR51-3.20 Woodville Road Sidewalk  
Improvements  
Project No. 96-1894

Dear Mr. Laughlin:

Attached herewith is a tabulation of the bids received on March 4, 2026 from contractors for the Woodville Road Sidewalk Improvements project.

We have reviewed and checked the bids received, and the lowest base bid is in the amount of \$543,812.00 from Perram Electric, Inc. The base bid is \$276,245.65 below the engineer's estimate of \$820,057.65. We have checked the references for the low bidder and found them to be acceptable. Based on these facts, we recommend that the City award the base bid to Perram Electric, Inc.

The project is to be completed by December 1, 2026 and totally completed by December 15, 2026. Perram Electric, Inc. indicated that they will begin the project by June 1, 2026.

Should you have any questions, please contact us at your earliest convenience.

Yours truly,  
FELLER, FINCH & ASSOCIATES, INC.



Joshua K. Auman, P.E.

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*Additional office in Franklin, Tennessee*

**BID TABULATION**  
**WOO-SR51-3.20 PID: 117150 Woodville Road Sidewalks**  
**City of Northwood**  
**March 4, 2026**

Item	Description	Quantity	Unit	Perram Electric		D. L. Smith Concrete, LLC	
				Total Unit Price	Total Price	Total Unit Price	Total Price
<b>ROADWAY</b>							
201	Clearing and Grubbing	1	LUMP	\$4,700.00	\$4,700.00	\$7,500.00	\$7,500.00
202	Walk Removed	6,123	SF	\$2.00	\$12,246.00	\$1.50	\$9,184.50
202	Curb Removed	65	FT	\$13.00	\$845.00	\$15.00	\$975.00
202	Curb and Gutter Removed	28	FT	\$15.00	\$420.00	\$15.00	\$420.00
202	Pipe Removed, 24" and Under	13	FT	\$50.00	\$650.00	\$22.00	\$286.00
202	Catch Basin Removed	5	EA	\$600.00	\$3,000.00	\$750.00	\$3,750.00
203	Excavation	32	CY	\$80.00	\$2,560.00	\$25.00	\$800.00
203	Embankment	21	CY	\$60.00	\$1,260.00	\$25.00	\$525.00
608	4" Concrete Walk	10,139	SF	\$7.65	\$77,563.35	\$18.00	\$182,502.00
608	Curb Ramp	2,011	SF	\$7.65	\$15,384.15	\$45.00	\$90,495.00
609	Combination Curb and Gutter, Type 2	9	FT	\$50.00	\$450.00	\$65.00	\$585.00
609	Combination Curb and Gutter, Type 3	19	FT	\$50.00	\$950.00	\$65.00	\$1,235.00
609	Curb, Type 6	65	FT	\$35.00	\$2,275.00	\$45.00	\$2,925.00
	<b>SUBTOTAL</b>				<b>\$122,303.50</b>		<b>\$301,182.50</b>
<b>EROSION CONTROL</b>							
659	Topsoil	249	CY	\$62.00	\$15,438.00	\$45.00	\$11,205.00
659	Seeding and Mulching	2,243	SY	\$2.05	\$4,598.15	\$4.00	\$8,972.00
659	Repair Seeding and Mulching	108	SY	\$2.00	\$216.00	\$4.00	\$432.00
659	Inter-Seeding	108	SY	\$2.00	\$216.00	\$0.50	\$54.00
659	Commercial Seeding	0.29	Ton	\$1,500.00	\$435.00	\$500.00	\$145.00
659	Lime	0.45	AC	\$500.00	\$225.00	\$25.00	\$11.25
659	Water	12	MGAL	\$10.00	\$120.00	\$25.00	\$300.00
832	Erosion Control	10,000	EA	\$1.00	\$10,000.00	\$1.00	\$10,000.00
	<b>SUBTOTAL</b>				<b>\$31,248.15</b>		<b>\$31,119.25</b>
<b>DRAINAGE</b>							
611	Catch Basin, No. 7	5	EA	\$2,800.00	\$14,000.00	\$3,850.00	\$19,250.00
611	Catch Basin, Adjusted to Grade	2	EA	\$725.00	\$1,450.00	\$985.00	\$1,970.00
611	Manhole, No. 3	6	EA	\$5,800.00	\$34,800.00	\$6,585.00	\$39,510.00
611	Manhole Adjusted to Grade	2	EA	\$560.00	\$1,120.00	\$850.00	\$1,700.00
611	Manhole Reconstructed to Grade	1	EA	\$3,500.00	\$3,500.00	\$1,425.00	\$1,425.00
611	12" Conduit, Type B, 707.45	31	FT	\$80.00	\$2,480.00	\$85.00	\$2,635.00
	<b>SUBTOTAL</b>				<b>\$57,350.00</b>		<b>\$66,490.00</b>
<b>TRAFFIC CONTROL</b>							
630	Ground Mounted Support, No. 3 Post	26	FT	\$21.60	\$561.60	\$16.00	\$416.00
630	Street Name Sign Support, No. 3 Post	23	FT	\$23.80	\$547.40	\$16.00	\$368.00
630	Removal of Ground Mounted Sign and Reerection	6	EA	\$108.00	\$648.00	\$150.00	\$900.00
630	Removal of Ground Mounted Post Support and Disposal	4	EA	\$108.00	\$432.00	\$25.00	\$100.00
642	Crosswalk Line, 12", Type 1	750	FT	\$6.80	\$5,100.00	\$2.50	\$1,875.00
	<b>SUBTOTAL</b>				<b>\$7,289.00</b>		<b>\$3,659.00</b>
<b>TRAFFIC SIGNAL</b>							
614	Law Enforcement Officer with Patrol Car for Assistance, As Per Plan	16	HR	\$100.00	\$1,600.00	\$90.00	\$1,440.00
625	Connection, Fused Pull Apart	6	EA	\$173.00	\$1,038.00	\$150.00	\$900.00
625	Bracket Arm, 15', As Per Plan	2	EA	\$855.00	\$1,710.00	\$1,150.00	\$2,300.00
625	No. 4 AWG 600 Volt Distribution Cable	150	FT	\$10.00	\$1,500.00	\$8.00	\$1,200.00
625	Conduit, 2", 725.05	35	FT	\$23.10	\$808.50	\$17.00	\$595.00
625	Conduit, 3", 725.05	135	FT	\$26.40	\$3,564.00	\$21.00	\$2,835.00
625	Conduit, 4", 725.05	45	FT	\$28.90	\$1,300.50	\$27.00	\$1,215.00
625	Conduit, Jacked or Drilled, 725.04, 3"	78	FT	\$123.75	\$9,652.50	\$82.00	\$6,396.00
625	Luminaire, Conventional, Solid State (LED), As Per Plan	2	FT	\$415.00	\$830.00	\$600.00	\$1,200.00
625	Trench	215	FT	\$20.05	\$4,310.75	\$18.00	\$3,870.00
625	Pull Box, 725.08, 18"	2	EA	\$1,800.00	\$3,600.00	\$1,400.00	\$2,800.00
625	Pull Box Removed and Replaced	7	EA	\$1,840.00	\$12,880.00	\$1,850.00	\$12,950.00
625	Pull Box, Misc., Adjusted to Grade	1	EA	\$235.00	\$235.00	\$500.00	\$500.00
625	Ground Rod	10	EA	\$346.00	\$3,460.00	\$325.00	\$3,250.00
625	Underground Warning/Marking Tape, As Per Plan	195	FT	\$1.30	\$253.50	\$3.00	\$585.00
630	Ground Mounted Support, No. 1 Post	28	FT	\$23.40	\$655.20	\$16.00	\$448.00
630	Sign Attachment Assembly, Mast Arm	3	EA	\$185.00	\$555.00	\$500.00	\$1,500.00
630	Sign Support Assembly, Pole Mounted	2	EA	\$240.00	\$480.00	\$150.00	\$300.00
630	Sign, Flat Sheet	33	SF	\$15.45	\$509.85	\$17.00	\$561.00
630	Sign Erected, Flat Sheet	33	SF	\$19.65	\$648.45	\$7.00	\$231.00
632	Vehicular Signal Head, (LED), 3-Section, 12" Lens, 1-Way, Polycarbonate, As Per Plan	5	EA	\$1,365.00	\$6,825.00	\$2,200.00	\$11,000.00
632	Pedestrian Signal Head (LED), Type D2, Countdown, As Per Plan	8	EA	\$572.00	\$4,576.00	\$1,075.00	\$8,600.00
632	Accessible Pedestrian Pushbutton	6	EA	\$1,077.00	\$6,462.00	\$1,250.00	\$7,500.00
632	Signal Cable, 5 Conductor, No. 14 AWG	890	FT	\$3.77	\$3,355.30	\$4.50	\$4,005.00
632	Signal Cable, 7 Conductor, No. 14 AWG	1,900	FT	\$4.11	\$7,809.00	\$5.00	\$9,500.00
632	Signal Support Foundation, As Per Plan	2	EA	\$8,450.00	\$16,900.00	\$7,450.00	\$14,900.00
632	Pedestal Foundation, As Per Plan	6	EA	\$1,595.00	\$9,570.00	\$1,600.00	\$9,600.00
632	Test Hole Performed	2	EA	\$315.00	\$630.00	\$900.00	\$1,800.00
632	Power Cable, 3 Conductor, No. AWG	200	FT	\$9.50	\$1,900.00	\$14.00	\$2,800.00
632	Power Service, As Per Plan	2	EA	\$5,925.00	\$11,850.00	\$7,800.00	\$15,600.00
632	Conduit Riser, 2" Diameter	1	EA	\$680.00	\$680.00	\$950.00	\$950.00
632	Combination Signal Support, Type TC-81.22, Design 4, As Per Plan	1	EA	\$13,355.00	\$13,355.00	\$15,600.00	\$15,600.00
632	Combination Signal Support, Type TC-81.22, Design 12, As Per Plan	1	EA	\$16,900.00	\$16,900.00	\$19,500.00	\$19,500.00
632	Pedestal, 10", Transformer Base, As Per Plan	6	EA	\$1,690.00	\$10,140.00	\$1,200.00	\$7,200.00
632	Removal of Traffic Signal Installation, As Per Plan	1	EA	\$1,295.00	\$1,295.00	\$5,500.00	\$5,500.00
633	Cabinet, Type TS-2	2	EA	\$19,355.00	\$38,710.00	\$19,200.00	\$38,400.00
633	Cabinet Foundation, As Per Plan	2	EA	\$3,660.00	\$7,320.00	\$3,200.00	\$6,400.00
633	Controller Work pad, As Per Plan	1	EA	\$630.00	\$630.00	\$1,149.00	\$1,149.00
633	Uninterruptible Power Supply (UPS), 1,000 Watt, As Per Plan	2	EA	\$11,560.00	\$23,120.00	\$10,400.00	\$20,800.00
644	Stop Line	92	FT	\$21.05	\$1,936.60	\$8.00	\$736.00
644	Crosswalk Line, 12"	277	FT	\$11.50	\$3,185.50	\$4.00	\$1,108.00
809	Stop Line Radar Detection, As Per Plan	2	EA	\$9,675.00	\$19,350.00	\$10,300.00	\$20,600.00
809	ATC Controller	2	EA	\$4,790.00	\$9,580.00	\$5,300.00	\$10,600.00
	<b>SUBTOTAL</b>				<b>\$265,670.65</b>		<b>\$278,924.00</b>
<b>INCIDENTALS</b>							
614	Maintaining Traffic	1	LUMP	\$27,950.70	\$27,950.70	\$45,000.00	\$45,000.00
623	Construction Layout Stakes and Surveying	1	LUMP	\$12,000.00	\$12,000.00	\$16,000.00	\$16,000.00
624	Mobilization	1	LUMP	\$20,000.00	\$20,000.00	\$35,000.00	\$35,000.00
	<b>SUBTOTAL</b>				<b>\$59,950.70</b>		<b>\$96,000.00</b>
	<b>TOTAL AMOUNT BASE BID</b>				<b>\$543,812.00</b>		<b>\$777,374.75</b>