



NORWOOD CITY COUNCIL

COUNCIL CHAMBERS
4645 MONTGOMERY RD.
NORWOOD, OH 45212

January 13, 2026

7:30 PM

- A) CALL TO ORDER
- B) MOMENT OF REFLECTION
- C) PLEDGE OF ALLEGIANCE
- D) ROLL CALL
- E) AMENDMENT OF AGENDA
- F) MINUTES OF PREVIOUS MEETING
 - December 16, 2025
 - December 23, 2025
 - January 1, 2026
- G) REQUEST TO ADDRESS COUNCIL
- H) PUBLIC HEARINGS
- I) SPECIAL PRESENTATIONS
- J) ADMINISTRATION REPORTS
- K) REPORTS OF STANDING COMMITTEES OF COUNCIL
- L) THIRD READING OF ORDINANCES/RESOLUTIONS
- M) SECOND READING OF ORDINANCES/RESOLUTIONS
- N) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS
 - 1) AN ORDINANCE REPEALING SECTION 1305.20 OF THE NORWOOD CODIFIED ORDINANCES, ENTITLED "PLUMBER'S LICENSE AND REGISTRATION", AND MAKING RELATED AMENDMENTS TO OTHER SECTIONS OF THE NORWOOD CODIFIED ORDINANCES
 - 2) A RESOLUTION CALLING FOR MONDAY, JANUARY 19, 2026, TO BE A DAY OF SERVICE IN HONOR OF MARTIN LUTHER KING, JR.
- O) UNFINISHED BUSINESS
- P) NEW BUSINESS
- Q) COMMUNICATIONS
 - 1) Mayor Victor Schneider - December Mayor's Court Fines
 - 2) Keith Moore, Law Director - Re: Law Director's Annual Report for 2025
 - 3) Noah Powers, Safety-Service Director - Request for Executive Session
- R) EXCUSE ABSENT MEMBERS
- S) ADJOURNMENT

"Gem of the Highlands"



Special Meeting

Norwood City Council

Council Chambers | Norwood City Hall
4645 Montgomery Road | Norwood, Ohio 45212
December 16, 2025 | 6:30pm

A) CALL TO ORDER

The Council for the City of Norwood met for a special session on the above date with Mr. Joseph Geers presiding. The meeting opened with a moment of reflection and the Pledge of Allegiance.

B) PLEDGE OF ALLEGIANCE

C) ROLL CALL

On roll call, the following members answered present: Ms. Franzen, Ms. Hoover, Ms. Bowling, Mr. Moore, Mr. Girton, and Mr. Breadon.

D) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS

1) ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2025, AND DECLARING AN EMERGENCY

On a motion made by Ms. Bowling, seconded by Ms. Hoover, it was moved to suspend the rules and have all three readings of the ordinance. All members present voted, “yes.” The motion passed.

Mr. Moore asked if Mr. Miracle could share an update and provide clarification regarding this ordinance. Mr. Miracle stated there were funds that needed to be moved around within the city for payroll and it was imperative this was completed this week, Mr. Miracle and the Auditor’s office have been working closely with the State Auditor. After the three readings, Mr. Miracle was asked an additional question regarding the movement and changing appropriations with salaries increases. Mr. Miracle shared the budget is an estimate and at the year end, there tends to be unexpected costs that accrue.

On a motion made by Ms. Bowling, seconded by Ms. Hoover, it was moved to pass the ordinance. All members present voted, “yes.” The motion passed.

E) EXCUSE ABSENT MEMBERS

On a motion made by Ms. Bowling, seconded by Mr. Girton, it was moved to excuse absent members (Ms. Royse). All members present voted, “yes.” The motion passed.

F) ADJOURNMENT

On a motion made by Mr. Girton, seconded by Ms. Franzen, it was moved to adjourn the meeting. All members present voted, “yes.” The motion passed.

Kelsi Goins
Clerk of Council

Joseph S. Geers
President of Council



Norwood City Council
Council Chambers | Norwood City Hall
4645 Montgomery Road | Norwood, Ohio 45212
December 23, 2025 | 7:30pm

A) CALL TO ORDER

The Council for the City of Norwood met in a regular session on the above date with Mr. Joseph Geers presiding. The meeting opened with a moment of reflection and the Pledge of Allegiance.

B) MOMENT OF REFLECTION

C) PLEDGE OF ALLEGIANCE

D) ROLL CALL

On roll call, the following members answered present: Ms. Franzen, Ms. Hoover, Ms. Royse, Ms. Bowling, Mr. Moore, Mr. Girton, and Mr. Breadon.

E) AMENDMENT OF AGENDA

The additions made to the agenda were adding in the Committee of the Whole December 2, 2025 reports, two ordinances to Section M – Introductory Reading of Ordinances/Resolutions, M6 is an ordinance to change appropriations for Year 2025 and declaring an emergency and M7 is an ordinance making temporary appropriations for the expenditures for the City of Norwood, Ohio for the calendar year December 31, 2026 and declaring an emergency.

On a motion made by Ms. Hoover, seconded by Ms. Bowling, it was moved to amend the agenda. All members present voted, “yes.” The motion passed.

F) MINUTES OF PREVIOUS MEETING

- November 11, 2025
- November 25, 2025
- December 9, 2025

On a motion made by Ms. Hoover, seconded by Ms. Franzen, it was moved to accept the minutes of the previous meetings (November 11, November 25, December 9), as if read. All members present voted, “yes.” The motion passed

G) SPECIAL PRESENTATIONS

There were no special presentations

H) PUBLIC HEARINGS

There were no public hearings.

I) REQUEST TO ADDRESS COUNCIL

1) Kenny Domingos

RE: Community

Kenny Domingos, 4305 Ashland Avenue, addressed council in regards to his journey towards leadership and the Come Together Event 2.0 on January 3, 2026.

2) Nehemiah Collins

RE: Community

Nehemiah Collins, 1821 Clarion Avenue, addressed council in regards to a message to the youth and the Come Together 2.0 event on January 3, 2026.

3) Sonny James

RE: Come Together 2.0

Sonny James, 4305 Ashland Avenue, addressed council in regards to preparing for the new year and the upcoming event he is hosting called Come Together 2.0 occurring on January 3, 2026.

J) REPORTS OF STANDING COMMITTEES OF COUNCIL

1) Committee of the Whole – December 9, 2025

On a motion made by Ms. Franzen, seconded by Mr. Girton, it was moved to accept the committee report. All members present voted, “yes.” The motion passed.

2) Committee of the Whole – December 2, 2025

On a motion made by Mr. Girton, seconded by Mr. Moore, it was moved to accept the committee report. All members present voted, “yes.” The motion passed.

K) THIRD READING OF ORDINANCES/RESOLUTIONS

1) AN ORDINANCE REGULATING THE USE OF VIRTUAL CURRENCY KIOSKS

On a motion made by Ms. Franzen, seconded by Ms. Hoover, it was moved to have the third reading of the ordinance. All members present voted, “yes.” The motion passed.

On a motion made by Mr. Breadon, seconded by Ms. Bowling, it was moved to pass the ordinance.

Ms. Franzen, Ms. Hoover, Ms. Royse, Ms. Bowling, Mr. Girton, and Mr. Breadon voted, “yes,” all other members voted, “no.” The motion passed.

2) A RESOLUTION REQUESTING THE PLANNING COMMISSION TO ADOPT BACKYARD PAVING LIMITS

On a motion made by Ms. Franzen, seconded by Ms. Hoover, it was moved to have the third reading of the resolution. All members present voted, “yes.” The motion passed.

On a motion made by Ms. Hoover, seconded by Ms. Royse, it was moved to pass the resolution. Ms. Franzen, Ms. Hoover, Ms. Royse, Ms. Bowling, Mr. Moore, and Mr. Girton voted, "yes," all other members voted, "no." The motion passed

L) SECOND READING OF ORDINANCES/RESOLUTIONS

There were no second readings of ordinances or resolutions.

M) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS

1) AN ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ENTER INTO A CONTRACT WITH THE SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY (SORTA) FOR THE PURCHASE OF REAL PROPERTY LOCATED ALONG LAFAYETTE AVENUE' AUTHORIZING THE EXPENDITURE OF NECESSARY FUNDS; AND DECLARING AN EMERGENCY

On a motion made by Ms. Franzen, seconded by Mr. Girton, it was moved to suspend the rules and have all three readings.

Ms. Hoover asked Mr. Powers, Safety-Service Director to provide additional information regarding this parcel. Mr. Powers shared, SORTA purchased the land in the 1980s and asked Norwood to buy this parcel. It is currently a grassy area, formerly the railroad land.

On a motion made by Mr. Breadon, seconded by Ms. Hoover, it was moved to pass the ordinance.

All members present voted, "yes." The motion passed.

2) ORDINANCE AUTHORIZING THE DIRECTOR OF PUBLIC SAFETY-SERVICE TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OHIO PUBLIC WORKS COMMISSION "OPWC" STATE CAPITAL IMPROVEMENT AND / OR LOCAL TRANSPORTATION IMPROVEMENT PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED, AND DECLARING AN EMERGENCY

On a motion made by Ms. Franzen, seconded by Ms. Bowling, it was moved to suspend the rules and have all three readings. All members present voted, "yes." The motion passed.

On a motion made by Ms. Franzen, seconded by Ms. Hoover, it was moved to pass the ordinance. All members present voted, "yes." The motion passed.

3) ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ENTER INTO A CONTRACT WITH AXON ENTERPRISE, INC. FOR THE FINANCING AND PURCHASE OF FORTY-FIVE (45) AXON TASER 10, INCLUDING EQUIPMENT AND TRAINING, AND DECLARING AN EMERGENCY

On a motion made by Mr. Girton, seconded by Mr. Breadon, it was moved to suspend the rules and have all three readings. Ms. Franzen, Ms. Hoover, Ms. Bowling, Mr. Moore, Mr. Girton, and Mr. Breadon voted, "yes," all other members voted, "no." The motion passed.

On a motion made by Mr. Breadon, seconded by Ms. Hoover, it was moved to pass the ordinance.

Ms. Franzen, Ms. Hoover, Ms. Bowling, Mr. Moore, Mr. Girton, and Mr. Breadon voted, "yes," all other members voted, "no." The motion passed.

4) ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS, AND TO ENTER INTO A CONTRACT WITH THE LOWEST AND BEST BIDDER FOR RECONSTRUCTION IMPROVEMENTS TO SOUTH JEFFERSON AVENUE, AND DECLARING AN EMERGENCY

On a motion made by Ms. Franzen, seconded by Mr. Breadon, it was moved to suspend the rules and have all three reading. All members present voted, "yes." The motion passed.

On a motion made by Mr. Girton, seconded by Ms. Franzen, it was moved to pass the ordinance. All members present voted, "yes." The motion passed.

5) ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS FOR A CONTRACT FOR THE INSTALLATION OF AN 8" WATER MAIN FROM MONTGOMERY ROAD ALONG THE AREA OF CROWN AVENUE EXTENSION AND DECLARING AN EMERGENCY

On a motion made by Mr. Girton, seconded by Ms. Hoover, it was moved to suspend the rules and have all three readings. All members present voted, "yes." The motion passed.

On a motion made by Ms. Hoover, seconded by Mr. Moore, it was moved to pass the ordinance. All members present voted, "yes." The motion passed.

6) ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2025, AND DECLARING AN EMERGENCY

On a motion made by Ms. Franzen, seconded by Ms. Hoover, it was moved to suspend the rules and have all three readings. All members present voted, "yes." The motion passed.

On a motion made by Ms. Hoover, seconded by Ms. Franzen, it was moved to pass the ordinance. All members present voted, "yes." The motion passed.

7) ORDINANCE MAKING TEMPORARY APPROPRIATIONS FOR THE EXPENDITURES OF THE CITY OF NORWOOD, OHIO FOR THE CALENDAR ENDING DECEMBER 31, 2026 AND DECLARING AN EMERGENCY

On a motion made by Ms. Franzen, seconded by Mr. Girton, it was moved to suspend the rules and have all three readings. All members present voted, "yes." The motion passed.

On a motion made by Ms. Franzen, seconded by Ms. Hoover, it was moved to pass the ordinance. All members present voted, “yes.” The motion passed.

N) ADMINISTRATION REPORTS

James Bonsall, City Treasurer, provided a Treasurer’s Report. Mr. Bonsall gave gratitude to Council for passing appropriations. Mr. Bonsall shared the Treasurer’s office would be making adjustments and working through net profit tax to determine what it could look like for the upcoming year. Mr. Bonsall stated he will continue to provide transparency from the Treasurer’s Office. Lastly Mr. Bonsall shared his gratitude for Mr. Breadon and Ms. Royse commitment to Norwood and to City Council.

Mr. Miracle, City Auditor, provided an Auditor’s Report. Mr. Miracle gave gratitude to Council for passing two ordinances. Mr. Miracle shared updates regarding ways in which Norwood could propel out of the fiscal emergency, the workflow improvements that include SSI which will help with going digital, VIP analytics – which displays the budget and all City Administrators will be able to view the budget, and lastly Monday.com, the project management tool. Mr. Miracle shared the retention schedule for the ORC is on pace. Lastly, the Deputy Auditor will be working on the certificate of estimated resources for an approval by December 30, 2025.

Keith Moore, Law Director shared his gratitude to the outgoing Council Members for their years of service to Norwood.

O) UNFINISHED BUSINESS

Mr. Moore shared an update in regards to the two-by-two committee, in partnership with the Norwood City School Board. Ms. Hoover shared an update in regards to the State Representative Ashley Bryant Bailey’s listening session in Norwood on December 17, 2025.

P) NEW BUSINESS

Ms. Bowling shared updates in regards to the Rumpke Trash Services being interrupted for some residents on December 25th and January 1, 2026. Members of council expressed their gratitude for Mr. Breadon and Ms. Royse. Mr. Breadon shared his appreciation and gratitude for his time on City Council. Ms. Royse reflected on her time on City Council and is excited for what is to come.

Q) COMMUNICATIONS

- 1) Victor Schneider, Mayor – November Mayor’s Court Fines

On a motion made by Ms. Franzen, seconded by Ms. Bowling, it was moved to receive and file the communication as if read. All members present voted, “yes.” The motion passed.

R) EXCUSE ABSENT MEMBERS

There were no absent members.

S) ADJOURNMENT

On a motion made by Mr. Breadon, seconded by Ms. Royse, it was moved to adjourn the meeting. All members present voted, “yes.” The motion passed.

Kelsi Goins
Clerk of Council

Joseph S. Geers
President of Council



NORWOOD CITY COUNCIL

Special Meeting

Norwood Middle School Auditorium

2060 Sherman Avenue | Norwood, Ohio 45212

Thursday, January 1, 2026 | 10:30 a.m.

A) CALL TO ORDER

The Council for the City of Norwood met for a special session on the above date with Mr. Joseph Geers presiding. The meeting opened with a moment of reflection and the Pledge of Allegiance.

B) MOMENT OF REFLECTION

C) PLEDGE OF ALLEGIANCE

D) SIGN OATHS OF OFFICE

President Geers confirmed with Mr. Gary, and stated all new oaths of office have signed.

E) ROLL CALL (NEWLY ELECTED MEMBERS)

On roll call, the following members answered present: Ms. Hoover, Ms. Bowling, Mr. Moore, Mr. Girton, and Ms. Sullivan.

F) APPOINT CLERK OF COUNCIL

On a motion made by Ms. Hoover, seconded by Mr. Moore, it was moved to appoint Kelsi Goins as the Clerk of Council. All members present voted, "yes." The motion passed.

G) APPOINT PRESIDENT OF COUNCIL PRO-TEM

On a motion made by Mr. Girton, seconded by Ms. Hoover, it was moved to appoint Ms. Bowling as President of Council pro-tem. All members present voted, "yes." The motion passed.

H) APPOINT CLERK OF COUNCIL PRO-TEM

On a motion made by Mr. Girton, seconded by Ms. Sullivan, it was moved to appoint Emily Franzen as the Clerk of Council pro-tem. All members present voted, "yes." The motion passed.

I) APPOINT SECRETARY TO THE CLERK OF COUNCIL

There is a salary ordinance for the secretary as this is a shared role between the Clerk of Council's office and the Human Resources Office. There is no motion needed to be made.

J) ENACT THE STANDING RULES OF COUNCIL

On a motion made by Ms. Bowling, seconded by Mr. Girton, it was moved to approve the standing rules of council. All members present voted, "yes." The motion passed.

K) COUNCIL MEMBER ASSIGNMENTS TO COMMITTEES

On a motion made by Ms. Hoover, seconded by Ms. Bowling, it was moved to approve the council member assignments to committees. All members present voted, "yes." The motion passed.

L) APPOINT/SELF-NOMINATE OKI BOARD OF DIRECTORS REPRESENTATION

On a motion made by Ms. Hoover, seconded by Ms. Bowling, it was moved for Ms. Hoover to remain as the representative on the OKI board of directors. All members present voted, "yes." The motion passed.

M) COMMUNICATION FROM LAW DEPARTMENT RE: APPOINTMENT OF ENERGY IMPROVEMENT DISTRICT BOARD MEMBER

On a motion made by Ms. Hoover, seconded by Mr. Moore, it was moved for Ms. Franzen to remain in the role as board member on the Energy District Board. All members present voted, "yes." The motion passed.

N) EXCUSE ABSENT MEMBERS

On a motion made by Ms. Bowling, seconded by Ms. Hoover, it was moved to excuse the absent members (Ms. Franzen and Mr. Provens) from the meeting. All members present voted, "yes." The motion passed.

O) ADJOURNMENT

On a motion made by Ms. Sullivan, seconded by Mr. Girton, it was moved to adjourn the meeting. All members present voted, "yes." The motion passed.

Kelsi Goins
Clerk of Council

Joseph S. Geers
President of Council

AN ORDINANCE REPEALING SECTION 1305.20 OF THE NORWOOD CODIFIED ORDINANCES, ENTITLED “PLUMBER'S LICENSE AND REGISTRATION”, AND MAKING RELATED AMENDMENTS TO OTHER SECTIONS OF THE NORWOOD CODIFIED ORDINANCES

WHEREAS, Section 1305.20 of the Norwood Codified Ordinances, entitled “Plumber's License and Registration”, establishes a Board of Examiners to examine or confirm the qualifications of Plumbers operating within the City of Norwood and to issue licenses to perform plumbing work in the City; and

WHEREAS, the remainder of Chapter 1305 of the Norwood Codified Ordinances, entitled “Permits, Inspections, Appeals and Penalty”, contains other references to such a licensing process; and

WHEREAS, Section 1301.16, entitled “Building Department Personnel”, in subsection (d)(5) establishes a Plumbing Inspector position within the Building Department; and

WHEREAS, Section 933.03, entitled “Master Plumbers License Required”, contains references to master plumbers, which should be updated to reflect current Ohio practice and terminology; and

WHEREAS, the City of Norwood does not maintain a Plumbing Board of Examiners, does not have a dedicated Plumbing Department, does not have Plumbing Inspector, and does not possess the legal or administrative capacity to administer plumbing examinations and licensing; and

WHEREAS, all plumbing permits for properties within the City of Norwood are currently issued and inspected by Hamilton County, and all plumbing contractors are licensed by the State of Ohio; now, therefore:

BE IT ORDAINED by the Council of the City of Norwood, State of Ohio, that:

SECTION 1. Section 1305.20 of the Norwood Codified Ordinances, entitled “Plumber's License and Registration”, is hereby repealed from the Codified Ordinances.

SECTION 2. Section 1301.16 of the Norwood Codified Ordinances, entitled “Building Department Personnel”, is hereby amended to remove subsection (d)(5), entitled “Qualifications of Plumbing Inspector”, and to read as follows:

1301.16 BUILDING DEPARTMENT PERSONNEL.

(a) **Building Commissioner.** The Norwood Building Department is hereby created and the executive official in charge thereof shall be known as the Building Official with the title of Building Commissioner.

(b) **Appointment.** The Building Commissioner shall be appointed by the Mayor and shall not be removed from office except for cause and after full opportunity to be heard on specific and relevant charges by and before the Mayor. To qualify for appointment, the Building Commissioner shall meet the requirements of subsection (d)(2) hereof.
(Ord. 73-1983. Passed 11-22-83.)

(c) **Organization.**

(1) The Building Commissioner and/or the Director of Safety shall appoint such number of officers, technical assistants, inspectors and other employees as shall be necessary for the administration of Norwood Building

Code (NBC) and as authorized by Council. To qualify for appointment, such personnel shall meet the applicable requirements of subsection (d) hereof. Inspector trainees may be appointed to work under the direct supervision of the qualified inspector.

(Ord. 25-2000. Passed 4-4-00.)

(2) The Building Official may delegate authority to any duly authorized representative, including personnel from the Building Department, where such representative may have the need or occasion to enforce the provisions of the Norwood Building Code (NBC) or issue orders for violations of the NBC.

(Ord. 8-2000. Passed 2-8-00.)

(d) Qualification Requirements.

(1) General. An applicant shall be generally informed on good engineering practice in respect to the design and construction of buildings, the basic principles of fire protection, the requirements for means of egress, the installation of building service equipment and the conservation of energy. For any position, an applicant may be required to pass a written examination. No examination is required for trainee classification.

(2) Qualifications of Building Commissioner. The Building Commissioner is responsible for the overall administration of the Building Department and enforcement of NBC, and shall meet either of the following requirements: A. Be an architect or professional engineer currently registered in the State of Ohio, having at least five years of experience in building construction and design; or

B. Be a person having at least ten years of experience in building construction, design or inspection.

Such person meeting the qualifications of either A. or B. above shall be approved by the State Board of Building Standards as the Chief Enforcement Official.

(3) Qualifications of Plans Examiner. The Building Department shall have in its employ or under contract at least one person designated as the Plans Examiner. Any person who examines plans to determine compliance with NBC shall meet the requirements of subsection (d)(2)A. hereof.

(4) Qualifications of Building Inspector. The Building Department shall have in its employ or under contract at least one person designated as Building Inspector with the responsibility for the inspection of construction to determine compliance with the approved plans and shall meet the following requirements:

A. Three years of building inspection, general construction or related trades experience; or

B. Two academic years of related vocational or technical education and one year of building inspection or general construction experience.

(5) [Repealed.]

(6) Qualification of Electrical Inspector. The Building Department shall have in its employ or under contract at least one person designated as Electrical Inspector. Any person who enforces the applicable electrical provisions of NBC shall hold a certificate of competency issued by the Ohio Board of Building Standards, pursuant to Ohio R.C. Chapter 3783.

(e) Multiple Qualifications. One person may hold more than one position provided the specific requirements listed in subsection (d) hereof are met for each position.

(f) Restriction of Employees. No employee of the Building Department or any person who contracts for services with the Department shall perform services for the Department when the same would require him to pass upon, inspect, or otherwise exercise any authority given by the NBC over any labor,

material or equipment furnished by him for the construction, alteration or maintenance of a building or the preparation of working drawings or specifications for work within the corporate boundaries of Norwood.

(g) **Alternate Personnel.** The Building Department shall have in its employ or under contract, alternate personnel meeting the requirements of this section, to serve in the event that a conflict of interest arises or the unavailability of the Building Commissioner, plans examiners or inspectors. When required personnel leave the employ of the Department, permanent replacement personnel shall be designated within 120 days.

(h) **Accessibility to Public.** The Building Department shall have an office located within Norwood. The office shall be open and staffed to serve the public need and office hours shall be conspicuously posted. All inspectors shall be available at the time mutually agreed upon by both the Department and the owner or his representative.

(i) **Relief from Personal Responsibility.** The Building Commissioner or any officer or employee charged with the enforcement of NBC, while acting for the jurisdiction, shall not thereby render himself liable personally, and he is hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of his official duties. Any suit instituted against any officer or employee because of an act performed by him in the lawful discharge of his duties and under the provisions of NBC shall be defended by the Law Director until the final termination of the proceedings. The Building Commissioner or any of his subordinates shall not be liable for costs in any action, suit or proceeding that may be instituted pursuant to the provisions of NBC; and any officer of the Building Department acting in good faith and without malice shall be free from liability for acts performed under any of its provisions or by reason of any act or omission in the performance of his official duties in connection therewith.

SECTION 3. Section 1305.03 of the Norwood Codified Ordinances, entitled “Permit Issuance, Suspension and Revocation”, is hereby amended to remove the reference to the Plumbing Inspector at the end of subsection (b)(8), to read as follows:

1305.03 PERMIT ISSUANCE, SUSPENSION AND REVOCATION.

(a) **Action on Application.** The Building Commissioner shall examine or cause to be examined all applications for permits and amendments thereto within a reasonable time after filing. If the application or the plans do not conform to the requirements of all pertinent laws, he shall reject such application in writing, stating the reasons therefore. If he is satisfied that the proposed work conforms to the requirements of Norwood Building Code (NBC), and all laws and ordinances applicable thereto, he shall issue a permit therefor as soon as practicable.

(b) **Prior Approval Required.** No permit for the construction of any building or addition shall be issued by the Building Commissioner until applicable approval from other departments has been obtained.

(1) **Sewers.** No permit for construction shall be issued until the applicant has obtained review and approval from the Metropolitan Sewer District of Greater Cincinnati for the installation of an adequate building sanitary sewer (sewer lateral) and approval from the City Engineer for the installation of an adequate building and parking area storm sewer.

(2) **Construction water.** No permit for the construction of any new building shall be issued until approval has been obtained from the Water Department for the use of construction water.

(3) **Food service operations.** No permit for any construction of any building which includes facilities for food handling or food service operations shall be issued until approval has been obtained from the Norwood Health Commissioner.

(4) **Driveways.** When the applicant applies for a building permit upon a dedicated street where a driveway is to be constructed he shall obtain approval from the City Engineer before a permit is issued to assure

that no traffic problem will be created and that construction of the driveway, curb, apron and sidewalk on the street right of way meets the requirements of the Engineering Department.

(5) Parking lots. No permit for the construction of any off-street parking area greater than 1,500 square feet shall be issued until plans for parking and drainage have been approved by the City Engineer.

(6) Water supply. No permit for the construction of any building shall be issued except where adequate water supply and facilities for fire fighting purposes are available, as determined by the Fire Chief. If the Building Commissioner finds upon inspection of any building under construction that adequate water supply or facilities for fire fighting purposes, as determined by the Fire Chief, are not being furnished as required, then the Building Commissioner may stop such construction and revoke the permit previously issued therefor until such time as adequate water supply or facilities for fire fighting purposes, as determined by the Fire Chief, are furnished.

(7) Fire safety. No permit for the construction of any building shall be issued until plans for fire suppression systems, occupancy load, means of egress and other fire safety items agreed on by the Building Commissioner and Fire Chief, have been approved by the fire safety official.

(8) Demolition. Before a structure can be demolished or removed, the owner or agent shall notify all utilities having service connections within the structure such as water, electric, gas, sewer and other connections. A permit to demolish or remove a structure shall not be issued until a release is obtained from the utilities, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner.

(9) Industrialized units. Industrialized units are required to be authorized by the Ohio Board of Building Standards prior to the issuance of a building permit. All industrialized units shall meet the requirements of rules 4101:2-1-56 through 4101:2-1-65 of the Ohio Administrative Code.

(c) Conditional Permit. A conditional permit may be issued when plans have been approved under Sections [1305.02](#) (l) and (m). A conditional permit is a conditional license to proceed with construction or materials up to the point where plans are corrected or construction or materials objected to by the Building Commissioner are to be incorporated into the building. No construction shall proceed beyond this point until the objection is resolved.

(d) Partial Permit. A partial permit may be issued for that part of a building where plans have been approved under Section [1305.02](#) (n). The owner of a partial permit may proceed only to the point for which approval has been given, at his own risk and without assurance that approval for the entire building or structure will be granted.

(e) Violation. Except as provided in subsection (f) hereof, any person, firm or corporation who performs work for which a permit is required by NBC without first having secured a permit therefor shall be deemed in violation of NBC and subject to the penalties provided by NBC.

(f) Emergencies. In cases of emergency where there is actual and immediate risk of failure or collapse of a building or structure or the existence of defective equipment or service facilities or a particularly hazardous use such as to endanger life or health or such other condition as to require immediate action to make repairs or corrections necessary to prevent the occurrence of such failure to collapse or the occurrence of such danger and time available is not sufficient to allow the securing of a permit from the Building Commissioner as required by NBC, the person, firm or corporation required to perform such repairs may proceed to do so after having first notified the Building Commissioner of such fact without obtaining a permit as required by NBC. In case the Building Commissioner is unavailable, notice shall be given to the nearest fire or police official.

(g) Failure to Obtain Permits Before Starting Work. Any person who commences any installation of work for which a permit is required by NBC, without first having obtained a permit therefor shall, if legally authorized and subsequently allowed to obtain a permit, pay the permit fees prescribed by Section [1305.05](#)(i), provided however, that this requirement shall not apply to emergency work or installations as provided by subsection (f) hereof when it shall be proved to the satisfaction of the Building Commissioner that such work or installation was urgently necessary and that it would have been impractical to have awaited the normal time consumed in application for and issuance of the permit. Nevertheless, even in such emergencies the required permit shall be obtained without unreasonable delay after installation starts, and in no case more than three days in which City offices are open for business, or the extra fee as herein provided shall be charged for the permit. Before issuing such permit, the Building Commissioner shall take necessary steps to determine whether work performed prior to the date of permit and inspection conform to NBC. Such steps may include but shall not be limited to directing the tearing out of sections of surface work for access to subsurface sections, digging for access to foundations, piping and other subterranean work and the like. The applicant for the permit shall perform all such work as may be directed at his own expense.

(h) Suspension of Permit. Any permit issued shall become invalid if the authorized work is not commenced within six months after issuance of the permit, or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

(i) Revocation of Permit. The Building Commissioner may revoke any permit or approval issued under the provisions of NBC or may stop the work for any of the following reasons:

(1) Whenever there is a violation of any provision of NBC, any ordinance of the City or statute of the State relating to the same subject matter;

(2) Whenever the continuance of any work becomes dangerous to life or property;

(3) Whenever there is a violation of any condition on which the issuance of the permit or approval was based;

(4) Whenever any false statement or misrepresentation has been made upon the application, plans or specifications on which the issuance of the permit or approval was based;

(5) When orders on a building have not been complied with or when the building does not comply with the occupancy requirements;

(6) Whenever adequate water supply or facilities for fire fighting purposes are not furnished as required in Section [1305.03](#)(b)(6);

(7) Whenever in the opinion of the Building Commissioner the person having charge of the work is incompetent.

The revocation notice of the permit in every instance shall be in writing and shall be served upon the holder of the permit, the owner, his agent, or the person having charge of the work. Any revocation notice shall also be posted upon the building or structure in question by the Building Commissioner. After the notice is received or posted, no person shall proceed with any operation for which such a permit was issued. No part of the fees for such permit shall be resumed.

Revocation of a permit shall be subject to appeal to the Board as provided in Section [1305.17](#).

(j) Posting of Permit. The permit shall be posted in a conspicuous location outside of the building and in the front part of the premises on which is, or will be, located the building or equipment to which the approved plans relate. The owner and the contractor shall, so far as possible, preserve and keep such permit posted until the completion of the work to which the approved plans relate.

Upon application by the owner, the Building Commissioner shall issue a duplicate permit to replace one destroyed by vandals or one which is accidentally destroyed.

(k) Notice of Start. At least twenty-four hours notice of start of work under a building permit shall be given to the Building Commissioner.

SECTION 4. Section 1305.05 of the Norwood Codified Ordinances, entitled “Fees”, is hereby amended to remove subsection (f), entitled “Plumbing Licensing”, to read as follows:

1305.05 FEES.

(a) **General.** A permit to begin work for new construction, alteration, removal, demolition or other building operation shall not be issued until the fees prescribed in this section have been paid to the Building Department or other authorized City agency, nor shall an amendment to a permit necessitating an additional fee be approved until the additional fee has been paid.

(b) **Special Fees.** The payment of the fee for the construction, alteration, removal or demolition of all work done in connection with or concurrently with the work contemplated by a building permit, shall not relieve the applicant or holder of the permit from the payment of other fees that may be prescribed by law or ordinance for water taps, sewer connections, electrical permits, erection of signs and display structures, marquees or other appurtenant structures, or fees for inspection, certificate of use and occupancy or other privileges or requirements, both within and without the jurisdiction of the Building Department.

(c) **Fees for Nonclassified Items.** Where fees are not specifically provided, they shall be assigned to that classification by the Building Commissioner as determined most reasonable and appropriate.

(d) **Fees Based on Valuation.** The cost as applicable to permit fees for new buildings, additions, equipment and alterations and repairs to existing buildings and equipment shall be based on the valuation of the buildings, additions, equipment and alterations and repairs. The Building Commissioner shall have the right to verify and correct the estimated cost using generally accepted methods of estimating such as those prescribed by the model code organization, construction data services and similar agencies. Calculation of the fees shall be in accordance with the fee schedules prescribed in Table 1305.05.

(e) **Plan Examination Fees.** When plans are required, no application for a permit shall be accepted for filing unless the applicant at the time of filing pays the plan examination fee prescribed in Table 1305.05(c). Plan examination fees shall be based on the estimated cost of the work, as shown on the application; shall be in addition to the payment of the regular permit fee and any other fee which may accrue thereafter; and no portion of such plan examination fee shall be refunded.

(f) [Repealed.]

(g) **Blocking Streets and Sidewalks.** The Safety-Service Director shall determine whether permission can be granted for the temporary blocking or use of streets, sidewalks, alleys or other public rights of way or for the purpose of construction, depositing material or placing equipment thereon or for other purposes.

(h) **Work Performed on City Right of Way.** The permit fee for inspection of work performed on City right of way shall be for inspection only and apply for either new installation or replacement. All material or labor shall be furnished by the contractor.

Where any combination of sidewalk, driveway across City property, curb cut and apron are inspected at the same time, a charge will be made for only that item having the maximum fee. Before a permit is issued, the contractor shall give bond to the City in the sum of one thousand dollars (\$1,000) conditioned to repair paving if improperly laid. A property owner may provide an approved certificate allowing for a lien against the property in lieu of a bond.

(i) **Commencing Work Prior to Permit Issuance.** Where the work for which a permit is required by NBC is started or proceeded with prior to obtaining such permit, the permit fine hereinafter specified may, at the discretion of the Building

Commissioner or the Director of Safety, be imposed at three times the amount of the permit fee, plus the cost of the permit fee. The total cost of the permit shall be the permit fee and the permit penalty. A maximum one thousand dollars (\$1,000) penalty may apply. A second offense by the same applicant within any twelve month period may constitute doubling all minimum and maximum penalty fees. The payment of such penalty fees shall not relieve any person from fully complying with the requirements of the NBC in the execution of the work, nor from any other penalty prescribed herein.

(j) Revised and Addendum Plans. In the event substitute or revised plans or an addendum to the original plan is submitted for a building or site on which a permit has been requested, an additional permit shall be obtained for each such change and/or addition. Minor addendum plans that do not alter space or change structural requirements may be charged for the hourly time of review, with a one-half hour minimum.

(k) Expiration and Renewal of Permits. Upon expiration of a permit, no work shall be permitted until the permit is renewed, for which renewal a fee shall be charged based on the cost of the unfinished work.

(l) Cancellation and Refunds. Upon written request, prior to commencement of any work, permits may be canceled by the holder, and part of the permit fee will be refunded in accordance with the fee schedule.

(m) Work Performed by Schools.

(1) "School" for the purpose of this section is defined as any institution regulated by the State Board of Education or the State Department of Education for grade levels K-12 pursuant to the authority granted by Ohio Revised Code Sections 3301.07, 3301.53, and 3301.71.

(2) Schools shall be exempt from paying building or zoning permits fees.

(Ord. 15-2010. Passed 4-13-10.)

(n) Installation of Handicapped Accessible Ramp. The installation of any "handicapped accessible ramp" in the yard of a one-, two-, or three-family house, pursuant to Section 1151.16.1, shall be exempt from building or zoning permit fees, but will be subject to any "Plan Examination Fees" applicable under Section 1305.05(e).

SECTION 5. Section 933.03 of the Norwood Codified Ordinances, entitled "Master Plumbers License Required", is hereby amended to replace mentions of master plumbers with plumbing contractors, to read as follows:

933.03 PLUMBING CONTRACTOR LICENSE REQUIRED.

No person shall make any connection with or opening into any sewer or drain unless they have been licensed as a Plumbing Contractor by the State of Ohio, properly registered with the Plumbing Division of the Hamilton County Health Department or a successor agency, and have obtained the license required under Section 933.04.

SECTION 6. The City of Norwood formally recognizes that all plumbing permits and inspections shall be governed by the Hamilton County Public Health Department or the applicable Hamilton County authority.

SECTION 7. The City of Norwood recognizes that all plumbing contractors must be licensed through the Ohio Construction Industry Licensing Board (OCILB) pursuant to Ohio Revised Code Chapter 4740.

PASSED

Date

Joseph S. Geers
President of Council

ATTEST:

Kelsi Goins, the duly appointed Clerk of Council, attests that this ordinance was passed at a regular/special meeting of Norwood City Council on the _____ day of _____, 2026, in compliance with the rules of Norwood City Council and the laws of the State of Ohio. The foregoing ordinance was submitted to the Mayor of the City of Norwood, Ohio for his signature on the _____ day of _____, 2026.

Kelsi Goins
Clerk of Council

APPROVED _____
Date

Victor Schneider
Mayor

CERTIFICATION OF PUBLICATION:

Kelsi Goins, the duly appointed Clerk of Council, attests that this ordinance was published on the City of Norwood’s website-news page at <https://norwoodohio.gov/news> and the City of Norwood’s Facebook page at <https://www.facebook.com/NorwoodOhio.gov> on _____ and _____.

Kelsi Goins
Clerk of Council

1st Reading _____
Date

2nd Reading _____
Date

3rd Reading _____
Date

All 3 Readings _____
Date

Tabled _____
Date

Vetoed _____
Date



City of Norwood Request for Ordinance, Resolution, Amendment, or Repeal

Date of Request: 12/16/2025	Date Needed: 1/13/2026
Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.	
Requested By:	Ralph Wolfe, Building Commissioner / Noah Powers, Safety-Service Director
Contact:	rwolfe@norwoodohio.gov
Document Requested:	Repeal
Executive Summary of document needed:	
If an amendment or repeal request, list existing Ordinance Number(s)/Section(s) of Ordinance to be amended or repealed, etc. (or attach documents and/or copies as appropriate)	
Repeal 1305.20 PLUMBER'S LICENSE AND REGISTRATION <ol style="list-style-type: none"> 1. The city does not have a Plumbing Board 2. The city cannot issue a plumbing exam 3. The city does not have a plumbing department 4. All plumbing permits are issued Hamilton County 5. The State of Ohio licenses plumbers 	
Action Requested:	Non-Emergency - Three Readings with 30 Day Effectivity
If Emergency clause or suspension of rules for all three readings is needed, explain:	
Special Notes/Instructions	

A RESOLUTION CALLING FOR MONDAY, JANUARY 19, 2026, TO BE A DAY OF SERVICE IN HONOR OF MARTIN LUTHER KING, JR.

WHEREAS, in 1994, Congress established the Martin Luther King, Jr. Federal Holiday as a national day of service, “a day on, not a day off” for communities to aspire and act in solidarity to further achieve the dream of equality; and

WHEREAS, in the decades since Congress enacted that distinction, there have been marches, church services, community projects, essay contests, oratory debates, artistic expressions, and conversations to help individuals, families, and communities embrace their role in creating a just society; and

WHEREAS, in Norwood, Ohio, residents repeatedly demonstrate commitment to come together and support one another, creating trust and hope in the midst of personal and collective adversity; and

WHEREAS, in recognition of Dr. Martin Luther King Jr. and in support of the countless Norwood citizens who give of their time and effort in the same spirit of improving the lives of others; and

WHEREAS, in 2026, we can still make progress towards the dream of racial equality, social justice, and living wages for all; therefore,

BE IT RESOLVED by the Council of the City of Norwood, State of Ohio, that:

Martin Luther King, Jr. Day shall be celebrated on Monday, January 19, 2026, with service locally, a time when families, neighbors, and friends use their time, talents, and treasure to honor Dr. King’s legacy by performing acts of service that strengthen our community.

PASSED _____
Date

Joseph S. Geers
President of Council

ATTEST:

Kelsi Goins, the duly appointed Clerk of Council, attests that this resolution was passed at a regular/special meeting of Norwood City Council on the _____ day of _____, 2026, in compliance with the rules of Norwood City Council and the laws of the State of Ohio. The foregoing resolution was submitted to the Mayor of the City of Norwood, Ohio for his signature on the _____ day of _____, 2026.

Kelsi Goins
Clerk of Council

APPROVED _____
Date

Victor Schneider
Mayor

CERTIFICATION OF PUBLICATION:

Kelsi Goins, the duly appointed Clerk of Council, attests that this resolution was published on the City of Norwood’s website-news page at <https://norwoodohio.gov/news> and the City of Norwood’s Facebook page at <https://www.facebook.com/NorwoodOhio.gov> on _____ and _____.

Kelsi Goins
Clerk of Council

1st Reading _____
Date

2nd Reading _____
Date

3rd Reading _____
Date

All 3 Reading’s _____
Date

Tabled _____
Date

Vetoed _____
Date



Norwood Celebrates MLK Day with Service

Sponsored by the Norwood DEI Advisory Board

Volunteer Your Time

Scan the QR code to find service opportunities throughout the week to support these Norwood non-profits and social service agencies.



Baby Bear
Dress For Success
Norwood Together
Woven Oak / Zion Food Pantry
FOCUS Cincinnati
New Vision Missionary Baptist Church

Date of Request: 1/6/26	Date Needed: 1/13/26
Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.	
Requested By:	Susan Hoover
Contact:	shoover@norwoodohio.gov
Document Requested:	Resolution
Executive Summary of document needed:	
If an amendment or repeal request, list existing Ordinance Number(s)/Section(s) of Ordinance to be amended or repealed, etc. (or attach documents and/or copies as appropriate)	
A resolution acknowledging Martin Luther King Jr and honoring his legacy by encouraging Norwoodians to perform acts of service to strengthen our community and support our nonprofits and social service agencies.	
Action Requested:	Emergency - Three Readings at One Meeting with Immediate Effectivity
If Emergency clause or suspension of rules for all three readings is needed, explain:	
Requesting all three readings as the volunteer opportunities are January 13-22.	
Special Notes/Instructions	



City of Norwood Request for Ordinance, Resolution, Amendment, or Repeal

Keith D Moore, Law Director
kmoore@norwoodohio.gov
 513-458-4585 / 513-258-5483

Tim Garry, Jr., Assistant Law Director
tgarry@norwoodohio.gov
 513-458-4588 / 513-312-1275 (rev. 01/09/2018)



December 18, 2025

Mr. Joseph S. Geers, President
Members of Norwood City Council

RE: Mayor's Court Fines

Dear Mr. President and Council Members:

Enclosed please find the report for Norwood Mayor's Court for the month of November, 2025.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Victor Schneider, Mayor
City of Norwood

VS/ss

Enclosure: City Council



MELISSA R BISHOP
Norwood Clerk of Courts

Norwood Clerk of
Courts Office
4701 Montgomery Rd.
Norwood, Ohio 45212

December 5, 2025

Mayor Schneider,

Below are the ticket totals heard in Norwood Mayor's Court for the month of November, 2025 and the total tickets processed by the Norwood Police Department and all other city departments that issue citations through mayor's court.

CASES HEARD IN MAYOR'S COURT:

TRAFFIC—44
MISDEMEANORS—0
STAYS—3
EXPUNGEMENTS—0
TRIALS—5
OVI--3
OTHERS--0
PARKERS--10

TICKETS PROCESSED:

TRAFFIC—100
MISDEMEANORS-4
OTHERS--
PARKERS--106
OVI--2

Included in this report are all accounting of total receipts, funds collected from fines, court costs, copy fees and the Ohio BMV, with disbursements to various agencies, such as, the State of Ohio, Hamilton County, Capital Recovery Collections and the City of Norwood, for the month of November, 2025.

Respectfully Submitted,

Melissa R. Bishop
Clerk of Court
City of Norwood, Ohio

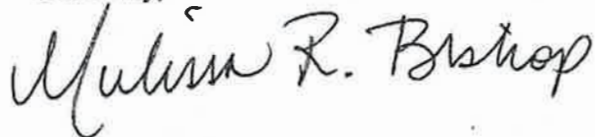
December 5, 2025

Dear Mayor Schneider:

The Clerk's office turned over \$36.00 dollars in copy fees for the month of November, 2025 to the Treasurer's Office.

AA----\$36.00

Sincerely,

A handwritten signature in cursive script that reads "Melissa R. Bishop".

Melissa R. Bishop

Clerk of Courts

Daily Cash Control Report

NORWOOD MAYOR'S COURT
 For Payments Dated From 11/01/2025 To 11/30/2025 (Deposit Date)

Page : 1
 Report Date : 12/02/2025
 Report Time : 13:46:10

Court Deposit Slip Activity		Bond Deposit Slip Activity		
Cash:	\$3,482.00	Cash:	\$0.00	
Checks:	\$1,776.15	Checks:	\$0.00	
Money Orders:	\$350.00	Money Orders:	\$0.00	
***Bond Assignments & Admin Fees:	\$0.00			
Court Deposit Slip Total:	\$5,608.15	Bond Deposit Slip Total:	\$0.00	
Court Non-Deposit Slip Activity		Bond Non-Deposit Slip Activity		
Charges:	\$10,825.00	Charges:	\$0.00	
ACH Deposits:	\$5,964.00			
On Line Payments:	\$1,630.00			
Non-Deposit Slip Total:	\$18,419.00	Non-Deposit Slip Total:	\$0.00	
Total Mayor's Court Deposits	\$24,027.15	Total Bond Deposits	\$0.00	
Other Court Activity		Other Bond Activity		
Refunds:	\$0.00	Bonds Cleared As Cash:	\$0.00	Payments Made By Collection Agency: \$0.00
NSF Checks:	\$0.00	Bonds Cleared As Check:	\$0.00	
Adjustments:	\$-170.00	Bonds Cleared As Charge:	\$0.00	
** Other Misc. Receipts Activity:	\$0.00	Total Bonds Returned:	\$0.00	
Other Court Activity Total:	\$-170.00	Bonds Forfeited:	\$0.00	
		* Other Bond Clearings:	\$0.00	
		Bond Assignments to COURT:	\$0.00	
		Bond Admin Fees to COURT:	\$0.00	
Net Total:	\$23,857.15	***Total Bonds to COURT:	\$0.00	
		Total Bond Amount Cleared:	\$0.00	

* Includes Bond Transfers, Recog, and Surety** Includes bank interest, bank charges, and all other activity using 'memo' as the payment type.

***Money to be transferred from the bond account to the court account if they are separate accounts

Parking Ticket Tracking System

END OF MONTH PAYMENT SUMMARY REPORT FOR MONTH ENDING 11/30/2025

<u>Assessment Type</u>	<u>Amount Paid</u>
STANDARD FINES	\$4,120.00
LATE FINES	\$1,395.00
DETER PROCESSING FEE	\$20.00
NSF FEE	\$0.00
OVERPAYMENTS	\$0.00
Net Payments :	\$5,535.00

To: **City of Norwood, City Council**
 Mayor's Court report for: November-25

Receipts:	Account #		
Computer Fund	06	CITY	1015.00
City Court Costs	8512	CITY	2394.00
State Costs	8512	STATE	3758.00
Dui Fund	79	CITY	135.00
Fines	8613	CITY	9611.00
Seat Belt Fines	8613	STATE	30.00
Car Seat Fines	8613	STATE	
City Expungement Fee	8512	CITY	20.00
State Expungement Fee	8512	STATE	30.00
H.C. Outgoing fines	8512	COUNTY	25.00
H.C.Court Fines	8613	CITY	
Immobilization Fees	8619	CITY	3.15
Parking Tickets	8613	CITY	5535.00
Misc. Receipt Bond Forf	8624		
State Fines		STATE	143.00
Collection Fees	8793	COLLECTION	
IDAT/Area Fines	8512	COUNTY	147.00
Jail Fund	8626	CITY	1011.00
Gross Receipts:			23857.15

Bonds Forfeited	8624		
Bad Check Debits	8793		
Overpayment of Fines			
Total Money To Disburse:			23857.15

Disbursements:		
State Costs	STATE	(3,758.00)
Seat Belt Fines	STATE	(30.00)
State Fines	STATE	(143.00)
Car seat fines		
State Expungement Fees	STATE	(30.00)
Ham Co Outgoing Fines	COUNTY	(25.00)
IDAT	COUNTY	(147.00)
Collection Fees		
Credit Card Fees		
Bank Interest		

Total To State:	Check #		3961.00
ALCH TREAT FUND	Check #	From Mayor's Court Acct	
hamilton city auditor	Check # 152	IDAT	147.00
Total To Capital Recovery:	Check #	From Mayor's Court Acct	
Ham Co Outgoing Fines	Check # 153	From Mayor's Court Acct	25.00
Total Disbursements To City:	Check # 151	From Mayor's Court Acct	19724.15

Respectfully Submitted,

Victor Schneider

FUND	AMOUNT
General Fund	_____
Enforcement & Education	_____
Mayor's Court Computer Fund	_____
TOTAL	_____

Treasurer: _____ Auditor: _____

Pay in Order No. _____ Amount: _____ Date: _____



DEPARTMENT OF LAW

KEITH D. MOORE
LAW DIRECTOR

TIMOTHY A. GARRY, JR.
ASSISTANT LAW DIRECTOR

NORWOOD CITY HALL
4645 MONTGOMERY ROAD
NORWOOD, OHIO 45212
TELEPHONE: (513) 458-4585
FAX: (513) 458-4586

January 8, 2026

Norwood City Council
4645 Montgomery Road
Second Floor
Norwood, Ohio 45212

Re: Law Director's Annual Report 2025

Dear Mister President and Members of Council:

Pursuant to Ohio Revised Code § 733.62, I am pleased to submit the attached report of the activities of the Law Director's Office for the year ending December 31, 2025.

While there is no need to read the report in full at the January 13 Council meeting, I am requesting the opportunity to discuss a few items under Administrative Reports.

Sincerely,

Keith D. Moore
Law Director

KDM:cfc



DEPARTMENT OF LAW

KEITH D. MOORE
LAW DIRECTOR

TIMOTHY A. GARRY, JR.
ASSISTANT LAW DIRECTOR

NORWOOD CITY HALL
4645 MONTGOMERY ROAD
NORWOOD, OHIO 45212
TELEPHONE: (513) 458-4585
FAX: (513) 458-4586

January 7, 2026

Joseph S. Geers, President and
Members of Norwood City Council
4645 Montgomery Road
Second Floor
Norwood, Ohio 45212

Re: Law Director's Report Under ORC §733.62

Dear Mr. Geers and Members of Council:

Purpose. As required by Ohio Revised Code §733.62, I make the following annual report to Council about the business of the Law Department in 2025. 2025 was my tenth full year as the City's Director of Law, and the City's ninth full year in fiscal emergency. Although the Law Department's duties are not always exciting, nor easily understood by non-lawyers, a viable, independent City of Norwood and its elected officials, appointees, and employees, need reliable legal advice and effective advocacy.

Legislation and Advice. In support of this Council, which is the legislative authority of the City, the Law Department was involved in the preparation of 70 ordinances which were passed by the Council into law, and 26 resolutions by the Council. In addition, the Law Department has provided advice throughout the year to the sixth-year Mayoral Administration and to the Council.

Early in 2025, dozens of easements were negotiated and signed to allow Elm Street Floodway Mitigation Program to go forward. The Law Department assisted the City's Project Director in negotiating, drafting, signing, and recording the 28 easements necessary to authorize the City to proceed on this critical flood control project. Thankfully, the property owners were cooperative in authorizing the City to proceed on this project without the City having to file even one eminent domain lawsuit disputing the values of the real estate interests taken.

Defense and Settlement of City Matters. The Law Department also defended suits against the City, argued administrative appeals, and negotiated the settlement of various other civil matters in 2025. One matter of note is the successful resolution of the discharge of Fire Apparatus Operator Joshua Tirado, for his insubordination arising from his violation of the City's policy forbidding the use of illegal drugs, and the successful defense of his administrative appeal of his discharge to the Hamilton County Court of Common Pleas. Another is the successful (so far) defense of Norwood's restrictions on short-term rentals in R-1 and R-2 zoning districts. We just received notice that the case has been appealed, so stay tuned. The other major matter still pending is ongoing negotiations over the School District's suit challenging one aspect of the City's CRA Program and a master development incentive agreement.

Mayor's Court Prosecutions, Transfers, and Appeals. In 2025, the Law Department prosecuted hundreds of misdemeanor criminal, traffic, and parking violation cases on about 50 Mayor's Court dockets in Norwood, normally held on Monday mornings at 9:00 a.m. In addition, we have prosecuted the cases transferred or appealed to the Hamilton County Municipal Court, and have defended appeals filed in the Ohio Court of Appeals, First District. These Mayor's Court cases have included criminal charges filed by City fire, building, property maintenance and health inspectors to get compliance with the laws which regulate the conditions of both commercial and residential properties. Other cases include operating motor vehicles while under the influence of alcohol and/or drugs of abuse. Mayor's Court cases have also included a handful of criminal failures to file City tax returns and to pay City earnings tax. The number of violations of the City's ordinances prohibiting speeding automobiles continues to amaze Law Department personnel, but we take seriously enforcement of the traffic ordinances in support of the Norwood Police road patrol. Perhaps the biggest impact of prosecuting cases in our own Mayor's Court is to keep the Norwood Police responding to calls for service, rather than sitting for hours in Hamilton County Municipal Court, waiting to testify, etc., and allowing defendants and witnesses to be heard without the delays which frequently accompany cases originally filed in the Hamilton County Municipal Court. Maintaining our own court also enables the City to use retain fine money and court costs for public safety, including traffic and parking law enforcement, and crime prevention.

Preparing Contracts and Advice to Boards and Commissions. The Law Department participated in the preparation and interpretation of municipal contracts, including incentive agreements with commercial developers. We have helped to resolve matters involving citizens and businesses with the Water Department, the Building Department, the Board of Zoning Appeals, the Planning Commission, and employees with the Civil Service Commission. The Law

Joseph S. Geers, President and
Members of Norwood City Council
January 7, 2026
Page 3

Department regularly provides written and verbal legal opinions and advice to various City officials, departments and employees, acting in the scope of their employment.

Development Matters. The Law Department was quite busy with development issues in 2025. We worked with bond counsel Patrick Woodside on TIFs for the Playing Card and Trailhouse developments, and with Catherine Fitzgerald regarding our CRA Program. In addition, a considerable amount of time was dedicated to various zoning matters and litigation threats related to the Robertson South development.

Advice in Personnel Matters. The Law Department has advised and assisted the City Auditor and the City Human Resources Manager in the proper handling of various City employment matters, including the proper classification of city employees, whether city employees are entitled to various employee benefits, the proper administration of various employee collective bargaining agreements, and other human resources matters. The Law Department has also responded to inquiries from City departments and staff and from the Auditor of State's Office in the course of working to resolve the City's Fiscal Emergency. The Law Department has worked with other departments in drafting and revising the Accounting Methods and Financial Policy documents required before the State will lift the Fiscal Emergency.

Advice to the Safety Services. The Law Department has advised the Police and Fire Departments as they discharge their duties and serve the community, including advising officers in the course of active investigations, advising fire prevention officers in the course of their inspections of Fire Code compliance issues and resulting orders, etc.

Compliance with Ohio's Sunshine Laws and Other Legal Requirements. Over the last several years, there have been significantly more, and more sweeping, public records requests, and we have helped to coordinate responses to the broader ones. The Law Department has advised numerous departments and City offices and bodies in the course of their compliance with Ohio's Public Records laws and Ohio's Open Meetings laws. We also provide guidance (and some oversight) over the wide variety of regulatory regimes governing City operations.

Conclusion. In sum, the Law Department continues to actively serve the City of Norwood as its corporate legal department, legal advisors and advocates. We look forward to continuing to do so during my third four-year term of office. It has been an honor and my pleasure to serve the City of Norwood as its attorney and legal counsel. If you have any questions or comments about this report, please

Joseph S. Geers, President and
Members of Norwood City Council
January 7, 2026
Page 4

feel free to contact the Law Department.

My sincere thanks go to Tim Garry Jr., and our legal secretary, Cat Cornelius. Their dedication, professionalism, and willingness to resolve the issues that arise are what help make this office work. Norwood city government is simply better because of them.

Thank you for your cooperation with the Law Department, and your interest in, and your service to, the people of Norwood. I wish the City's elected and appointed officials, City employees, and the many volunteers who serve on City Boards and Commissions all the best in 2026, especially good health, and the peace of mind earned by work done well, as we continue to improve the City of Norwood, and the quality of life for the people who choose to live, work and play here.

Sincerely,



Keith D. Moore
Law Director

KDM:cc

cc: Timothy A. Garry, Jr., Esq. (via email only)
Cat Cornelius (via email only)

City of Norwood



Victor Schneider
MAYOR

Safety-Service Director

January 7, 2026

Mr. Joe Geers, President
Norwood City Council

Subject: Request for Executive Session – January 13, 2026 Council Meeting

Dear Council President Geers,

Pursuant to Ohio Revised Code 121.22(G)(3), I respectfully request that Council convene an executive session during the January 13, 2026 Council meeting for the purpose of discussing a matter pertinent to one of the city's labor unions.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Noah Powers', is written over a horizontal line.

Noah Powers
Safety-Service Director

NP/ss

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“Gem of The Highlands”