



NORWOOD CITY COUNCIL

COUNCIL CHAMBERS
4645 MONTGOMERY RD.
NORWOOD, OH 45212

May 26, 2026

7:00 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
 - April 28, 2028
 - May 12, 2026
- G) REQUEST TO ADDRESS COUNCIL
- H) PUBLIC HEARINGS
- I) SPECIAL PRESENTATIONS
 - 1) Roger (RJ) Strange, Superintendent of Public Works
- J) REPORTS OF STANDING COMMITTEES OF COUNCIL
 - 1) Law, Ordinance, Environment & Public Safety — April 1, 2026
 - 2) Law, Ordinance, Environment & Public Safety — April 29, 2026
 - 3) Law, Ordinance, Environment & Public Safety — May 11, 2026
 - 4) Streets, Housing & Health — May 7, 2026
- K) ADMINISTRATION REPORTS
- L) THIRD READING OF ORDINANCES/RESOLUTIONS
- M) SECOND READING OF ORDINANCES/RESOLUTIONS
- N) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS
 - 1) ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2026 AND DECLARING AN EMERGENCY
 - 2) ORDINANCE PROVIDING FOR THE SUBMISSION OF THE QUESTION "SHALL A COMMISSION BE CHOSEN TO FRAME A CHARTER" TO A VOTE OF THE QUALIFIED ELECTORS OF THE CITY OF NORWOOD AND PROVIDING FOR THE ELECTION OF CHARTER COMMISSION MEMBERS AT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, AND DECLARING AN EMERGENCY
 - 3) ORDINANCE AUTHORIZING THE MODIFICATION OF ORDINANCE 65-2025 TO ALLOW THE EMPLOYMENT OF TWO ASSISTANT LAW DIRECTORS DURING THE MONTH OF JUNE 2026 AND DECLARING AN EMERGENCY
 - 4) ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ENTER INTO A CONTRACT WITH BOCHER MUNICIPAL FOR THE PURCHASE OF A CITYCAT STANDARD STREET SWEEPER EQUIPMENT, MODEL # STS016078, FOR USE BY THE NORWOOD PUBLIC WORKS DEPARTMENT AND DECLARING AN EMERGENCY
 - 5) ORDINANCE AMENDING ORDINANCE 22-2026, BY CORRECTING ITS ATTACHED EXHIBIT, AND DECLARING AN EMERGENCY
 - 6) RESOLUTION AUTHORIZING THE CITY AUDITOR TO APPROVE A "THEN AND NOW" CERTIFICATE FROM THE NORWOOD CORONAVIRUS RELIEF FUND 2096-0000-50000 TO THE U.S. DEPARTMENT OF TREASURY FOR THE RETURN OF UNOBLIGATED STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF) AND DECLARING AN EMERGENCY

"Gem of the Highlands"

O) UNFINISHED BUSINESS

P) NEW BUSINESS

Q) COMMUNICATIONS

1) Keith Moore, Law Director - Offer Letter for new Assistant Law Director

2) Ken Miracle, Auditor - Letter to Council re: EOM Report April 2026

R) EXCUSE ABSENT MEMBERS

S) ADJOURNMENT

"Gem of the Highlands"



Norwood City Council
Council Chambers | Norwood City Hall
4645 Montgomery Road | Norwood, Ohio 45212
April 14, 2026 | 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, Mr. Provins, Ms. Bowling, Mr. Moore, Mr. Girton, and Ms. Sullivan.

E) AMENDMENT OF AGENDA

There were changes made to the agenda. Two committee reports of standing committees of council were removed, the Streets, Housing, and Health Committee and the Engagement, Communication, and Outreach committee. The following items were added to the agenda, a parks committee report, the second reading for the street naming ordinance, the first reading for the resolution for the Norwood Civic Youth Committee and amending the CRA ordinance.

On a motion made by Mr. Girton, seconded by Ms. Hoover, it was moved to amend the agenda as stated. All members present voted, "yes." The motion passed.

F) MINUTES OF PREVIOUS MEETING

- March 24, 2026 – Special Council Meeting

On a motion made by Ms. Franzen, seconded by Ms. Sullivan, it was moved to accept the previous meeting minutes as if read. All members present voted, "yes." The motion passed.

G) REQUEST TO ADDRESS COUNCIL

1) Sonny James

RE: Community

Sonny James, 4305 Ashland Avenue, addressed council and shared information regarding partnerships he is working on behalf of the youth, shared excitement with City Council and Congress coming together for opportunities for Norwood.

2) Susan Daniels

RE: America 250 & Marsh Park

Susan Daniels, 2063 Maple Avenue, addressed council regarding America 250 celebrations and Marsh Park. For America 250, Ms. Daniels is the President of the Norwood Historical Society and asked for any events for the America 250 be shared with her to upload to the state and county calendar. Ms. Daniels also shared information regarding April 18, 2026 and the Marsh Park dedication.

3) Rodney Rogers

RE: Cannabis Funds & Charter

Rodney Rogers, 4121 Forest Avenue, addressed council in regard to the Cannabis funds the city is currently receiving from the state and the potential of changing to a Charter City. Mr. Rogers provided additional information regarding the Charter City optional.

H) PUBLIC HEARINGS

There were no public hearings.

I) SPECIAL PRESENTATIONS

There were no special presentations.

J) REPORTS OF STANDING COMMITTEES OF COUNCIL

- 1) Law, Ordinance, Environment, & Public Safety – 2/3/2026
- 2) Streets, Housing, & Health Committee – 3/17/2026 (removed)
- 3) Law, Ordinance, Environment, & Public Safety – 3/18/2026
- 4) Law, Ordinance, Environment, & Public Safety – 4/1/2026
- 5) Committee of the Whole – 4/7/2026
- 6) Engagement, Connection, & Outreach Committee – 4/7/2026 (removed)
- 7) Parks, Recreation, & Public Places – 3/12/2026

On a motion made by Mr. Girton, seconded by Ms. Franzen, it was moved to file and accept all committee reports, except (J4) as if read. All members present voted, "yes." The motion passed.

On a motion made by Mr. Provins, seconded by Mr. Girton, it was moved to amend the rules of council by replacing the time for the regular meetings of Norwood City Council to 7PM. All members present voted, "yes." The motion passed.

K) ADMINISTRATIVE REPORTS

Mayor Schneider provided many updates for residents including discussion of a Charter Team vs. Statutory cities. Mayor Schneider shared information regarding the current paving projects happening in Norwood, including Lexington Avenue which was being paved by the owners of Trailhouse and the South Jefferson

Paving project. Mayor Schneider reminded residents to go the speed limit as outdoor activities increase and with pedestrians and bikers. Mayor Schneider also shared an update regarding the trees on Montgomery Road. Lastly, Mayor Schneider reminded residents to pick up their trash when leaving the city owned parks. James Bonsall, City Treasurer, shared an update in regards to the earnings tax collection that was shared with the Finance Committee. Mr. Bonsall stated, the city is down 5.7 in earnings tax collections, which was not of great concern considering the timing being rather early. Mr. Bonsall also shared the work that his team is doing, and express his gratitude to them. Lastly, Mr. Bonsall reminded residents that April 15 was the last day to file taxes and for the City of Norwood, they could be filled electronically or dropped off to City Hall.

Ken Miracle, City Auditor shared pertinent information and provided updates regarding the Shared Resource Center and their help with policies and procedures for the report on accounting methods. The accounting methods must be addressed before the city can move out of fiscal recovery. Mr. Miracle shared, they will be reporting out at the Finance Committee meetings. Mr. Miracle also shared they will begin working on the tax budget that is due on July 15, 2026.

Tim Garry, The Assistant Law Director, had nothing to report on at this time.

L) THIRD READING OF ORDINANCES/RESOLUTIONS

There were no third readings of ordinances and/or resolutions.

M) SECOND READING OF ORDINANCES/RESOLUTIONS

- 1) AN ORDINANCE ADOPTING AND AUTHORIZING A STREET NAMING AND NUMBERING POLICY TO ENSURE PUBLIC HEALTH, SAFETY, AND GENERAL WELFARE, AS WELL AS EFFECTIVE TRANSPORTATION NAVIGATION WITHIN THE CITY

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

N) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS

- 1) ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ENTER INTO AN EQUIPMENT PURCHASE AGREEMENT UNDER THE STATE BID PURCHASE PROGRAM WITH MOTOROLA SOLUTIONS, INC. FOR POLICE AND FIRE RADIOS 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 of the ordinance. All members present voted, "yes." The motion passed.

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

- 2) ORDINANCE REVISING THE PERMANENT APPROPRIATION FOR THE EXPENDITURES OF THE CITY OF NORWOOD, OHIO, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2026 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. Hoover, seconded by Mr. Girton, it was moved to pass the ordinance. All members present voted, "yes." The motion passed.

- 3) AN ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ADVERTISE FOR BIDS AND ENTER INTO A CONTRACT FOR THE PLANTING AND MAINTENANCE OF STREET TREES ALONG MONTGOMERY ROAD, UTILIZING HAMILTON COUNTY COMMUNITY & ECONOMIC DEVELOPMENT ASSISTANCE PROGRAM FUNDS, AND DECLARING AN EMERGENCY

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

- 4) ORDINANCE AMENDING 62-2024, WHICH SUPERSEDED ORDINANCE 51-2024, WHICH SUPERSEDED ORDINANCE 47-2024, WHICH AMENDED ORDINANCE 18-2009 IMPLEMENTING SECTIONS 3735.65 THROUGH 3735.60 OF THE OHIO REVISED CODE TO ESTABLISH A COMMUNITY REINVESTMENT AREA IN THE CITY OF NORWOOD, TO REVISE CERTAIN PROCEDURAL REQUIREMENTS, AND EFFECTUATE THE GLOBAL TAX INCENTIVE AGREEMENT WITH THE NORWOOD CITY SCHOOL DISTRICT, AND DECLARING AN EMERGENCY

On a motion made by Ms. Bowling, seconded by Ms. Hoover, it was moved to have the first reading of the ordinance. All members present voted, "yes." The motion passed.

- 5) RESOLUTION AUTHORIZING THE CITY AUDITOR TO APPROVE A "THEN AND NOW" CERTIFICATE FROM THE STREETS FUND 1001-0852-57200 TO PAY THE OUTSTANDING INVOICE FOR SERVICES ALREADY RENDERED BY CAPITAL ELECTRIC 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 Mr. Girton, seconded by Ms. Hoover, it was moved to pass the resolution. All members present voted, "yes." The motion passed.

6) RESOLUTION AUTHORIZING THE CITY AUDITOR TO APPROVE A “THEN AND NOW” CERTIFICATE FROM THE COMMUNITY DEVELOPMENT FUND 1001-0880-57200 TO PAY FOR SERVICES ALREADY RENDERED BY BRADLEY PAYNE LLC FOR MUNICIPAL ADVISORY WORK AND DECLARING AN EMERGENCY

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

7) RESOLUTION AUTHORIZING THE CITY AUDITOR TO APPROVE A “THEN AND NOW” CERTIFICATE FROM THE WATER FUND 5050-0853-57200 TO PAY THE OUTSTANDING INVOICE FOR SERVICES ALREADY RENDERED BY IAMGIS GROUP LLC AND DECLARING AN EMERGENCY

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

8) RESOLUTION ENDORSING THE ESTABLISHMENT OF A NORWOOD CIVIC YOUTH COUNCIL (NCYC)

On a motion made by Mr. Provins, seconded by Ms. Sullivan, it was moved 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 resolution. All members present voted, “yes.” The motion passed.

9) ORDINANCE AUTHORIZING THE SAFETY SERVICE DIRECTOR TO APPLY AND ENTER INTO A LOAN AGREEMENT WITHIN THE OHIO WATER DEVELOPMENT AUTHORITY (ODWA/WSRLA) LOAN FUND, NOT TO EXCEED \$432,000.00, FOR THE REPLACEMENT OF LEAD OR GALVANIZED WATER SERVICE LINES TO PRIVATELY-HELD PROPERTIES (SOUTH JEFFERSON AVENUE FROM WILLIAMS TO DUCK CREEK ROAD), 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.

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

O) UNFINISHED BUSINESS

Ms. Hoover shared exciting information regarding the compost hub at Lower Millcrest Park and encouraged residents to sign up to be apart of this opportunity. Ms. Hoover also reminded residents to sign up to volunteer for April and shared numerous ways to recycle.

1) ORDINANCE PROVIDING FOR THE SUBMISSION OF THE QUESTION “SHALL A COMMISSION BE CHOSEN TO FRAME A CHARTER” TO VOTE OF THE QUALIFIED ELECTORS OF THE CITY OF NORWOOD AND PROVIDING FOR THE ELECTION OF CHARTER COMMISSION MEMBERS AT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026 AND DECLARING AN EMERGENCY

The ordinance cannot be passed before 120 days out from the election. Council cannot enforce a charter, the residents are given the opportunity to vote on this opportunity.

P) NEW BUSINESS

Ms. Franzen reminded residents to slow down on residential streets as the weather gets nicer. Ms. Hoover shared about the community clean up occurring on April 25, as well as the Bridget Kelly Day of Service. Mr. Moore asked if the community events could circulate on the PowerPoint before the Council Meeting begins.

Q) COMMUNICATIONS

1) Mayor Victor Schneider Re: Mayor’s Court Fines, March 2026

On a motion made by Ms. Franzen, seconded by Ms. Hoover 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 Ms. Hoover, 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



Norwood City Council
Council Chambers | Norwood City Hall
4645 Montgomery Road | Norwood, Ohio 45212
May 12, 2026 | 7:00pm

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, Mr. Provins, Mr. Moore, Mr. Girton, and Ms. Sullivan.

E) AMENDMENT OF AGENDA

There were changes made to the agenda, in section J, reports of standing committees of council, with a removal of the Finance, Budget, Audit, and Claims committee report and the Law, Ordinance, Environment, and Public Safety Committee. There is an addition to the agenda added an Engagement, Communication, and Outreach committee report from the April 7, 2026 meeting.

On a motion made by Mr. Girton, seconded by Ms. Hoover, it was moved to amend the agenda as stated. All members present voted, "yes." The motion passed.

F) MINUTES OF PREVIOUS MEETING

- April 14, 2026

On a motion made by Mr. Girton, seconded by Ms. Franzen, it was moved to approve the minutes as if read. All members present voted, "yes." The motion passed.

G) REQUEST TO ADDRESS COUNCIL

1) Sonny James

RE: History in the Making

Sonny James, 4305 Ashland Avenue, shared with council exciting news for his family regarding his child becoming a College Credit Plus student in the 8th grade at a local community college. Mr. James shared excitement, shared remarks sent, and a congratulatory message to his child.

2) Kenny Domingos

RE: Community

Kenny Domingos, 4305 Ashland Avenue, shared with council his beginning in Norwood, being at Xavier University and his gratitude towards a Norwood Family. Mr. Domingos also shared a congratulatory message to the 8th grader who will be taking College Credit Plus classes at a local community college.

3) Emily Stewart

RE: History in the Making

Emily Stewart, 801 Chamberlain Avenue, shared excitement and expressed a congratulatory message to the 8th grader who will be taking College Credit Plus classes at a local community college.

4) Queen Esther Mack

RE: History in the Making

Queen Esther Mack, 4305 Ashland Avenue, shared excitement and expressed her excitement towards the the 8th grader who will be taking College Credit Plus classes at a local community college.

5) Cory Bowman

RE: History in the Making

Cory Bowman, (did not provide address), provided his gratitude to City Council, shared excitement, expressed a congratulatory message to the 8th grader who will be taking College Credit Plus classes at a local community college, and provided background on how he knew this student.

6) Kirsten James

RE: History in the Making

Kirsten James, 4305 Ashland Avenue, shared excitement for her daughter and provided additional context of the meaning of her daughter being able to be a College Credit Plus student.

7) Sunni James

RE: History in the Making

Sunni James, minor, shared gratitude towards her parents for supporting her to be able to take College Credit Plus classes.

H) PUBLIC HEARINGS

There were no public hearings.

I) SPECIAL PRESENTATIONS

There were no special presentations.

J) REPORTS OF STANDING COMMITTEES OF COUNCIL

1) Streets, Housing & Health Committee – 4/21/26

On a motion made by Mr. Moore, seconded by Ms. Sullivan, it was moved to accept and file the committee report. All members present voted, "yes." The motion passed.

2) Engagement, Communication, & Outreach Committee – 4/7/26

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

3) Engagement, Communication, & Outreach Committee – 5/5/26

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

4) Committee of the Whole – 5/5/26

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) ADMINISTRATIVE REPORTS

James Bonsall, the City Treasurer, shared a report with updated earnings tax information, stating the city is up 5 percent. Mr. Bonsall also shared that he delivered a check to the Norwood City Schools District office for \$340,000. These funds were related to the settlement of claims. Mr. Bonsall also shared, he will be delivering another check to Norwood City Schools District Office in the coming weeks for the TIF revenue. Ken Miracle, the City Auditor, shared his report. Mr. Miracle recapped, Industrial Appraisal being at City Hall a few weeks ago counting assets, Industrial Appraisal should have a report back to the City Auditor by the first week of June. Mr. Miracle, also shared the appropriation ordinance in front of Council for upcoming TIF payments. Mr. Miracle and team plan to meet with the Hamilton County Auditor to review the tax budget and the certificate of estimated resources. Lastly, Mr. Miracle shared that he will be asking a public hearing on June 9, 2026 to review the tax budget.

Keith Moore, the City Law Director, shared a communication he received from the attorney representing the Norwood City Schools, School Board, the communication stated, the lawsuit is over. Mr. Moore also shared information regarding the communications sent from the Planning Commission in the previous council meeting.

L) THIRD READING OF ORDINANCES/RESOLUTIONS

There were no third readings of ordinances or resolutions.

M) SECOND READING OF ORDINANCES/RESOLUTIONS

There were no second readings of ordinances or resolutions.

N) INTRODUCTORY READING OF ORDINANCES/RESOLUTIONS

- 1) AN ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ENTER INTO A NATURAL GAS AGGRESSION AGREEMENT WITH DUKE ENERGY OHIO, FOR A PERIOD NOT TO EXCEED 24 MONTHS, AS RECOMMENDED BY ENERGY ALLIANCES, INC., PROVIDED THAT THE ACCEPTED AGGREGATION RATE IS BELOW THE CURRENT CONTRACTED RATE AT THE TIME OF EXECUTION 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 of this ordinance. All members present voted, "yes." The motion passed.

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

- 2) ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2026, AND DECLARING AN EMERGENCY**

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

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

- 3) RESOLUTION DECLARING IT NECESSARY TO LEVY A TAX IN EXCESS OF THE TEN MILL LIMITATION AND TO NOTIFY THE BOARD OF ELECTIONS OF HAMILTON COUNTY TO CAUSE THE NOTICE OF ELECTION TO BE GIVEN AS REQUIRED BY LAW ON THE QUESTION OF LEVYING OF AN EIGHT (8) MILL RENEWAL PROPERTY LAW FOR THE CURRENT OPERATING EXPENSES OF THE CITY OF NORWOOD, AND DECLARING AN EMERGENCY**

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

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

- 4) A RESOLUTION AUTHORIZING THE SAFETY-SERVICE DIRECTOR OF THE CITY OF NORWOOD OHIO, TO PREPARE AND SUBMIT AN APPLICATION TO PARTICIPATE IN THE OKI PILOT PAVING PROGRAM FUND AND TO EXECUTE AGREEMENTS AS MAY BE NECESSARY TO OBTAIN OKI FINANCIAL ASSISTANCE, AND DECLARING AN EMERGENCY**

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

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

- 5) A RESOLUTION REQUESTING THE PLANNING COMMISSION TO AMEND VARIOUS PORTIONS OF PART 11 OF THE NORWOOD CODIFIED ORDINANCES, ENTITLED**

**“PLANNING AND ZONING CODE” TO ADDRESS RECOVERY HOUSING RESIDENCES,
AND DECLARING AN EMERGENCY**

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

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

**6) A RESOLUTION AUTHORIZING THE SAFETY SERVICE DIRECTOR TO PREPARE AND
SUBMIT AN APPLICATION TO PARTICIPATE IN THE METRO TRANSIT
INFRASTRUCTURE FUND PROGRAM(S) AND TO EXECUTE CONTRACTS AS REQUIRED**

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

O) UNFINISHED BUSINESS

**1) ORDINANCE PROVIDING FOR THE SUBMISSION OF THE QUESTION “SHALL A
COMMISSION BE CHOSEN TO FRAME A CHARTER” TO VOTE OF THE QUALIFIED
ELECTORS OF THE CITY OF NORWOOD AND PROVIDING FOR THE ELECTION OF
CHARTER COMMISSION MEMBERS AT THE REGULAR MUNICIPAL ELECTION TO BE
HELD ON NOVEMBER 3, 2026, AND DECLARING AN EMERGENCY**

Ms. Hoover shared updates regarding the Community Compost Drop Off for April, there is an uptick in participation to 37, with 221 pounds of food scraps diverted; to participate, residents can pick up the free 5gallon compost bucket and sign up for this service at the Norwood Board of Health. Lastly, Ms. Hoover reiterated the use of See Click Fix for Residents. Ms. Sullivan shared reminded residents of the Newsletter for Ward 4 through Substack. Mr. Moore added, needed an additional council member is needed for the meetings with the School Board, Mr. Provins provided reasoning as to why he could no longer participate in these meetings. Ms. Franzen will be the additional council member attending these meetings with Mr. Moore.

P) NEW BUSINESS

Ms. Hoover shared about additional ways to support Norwood Schools, which included using the Norwood Gas Pump at the Shell station at the intersection of Williams and Smith Road. Ms. Hoover also shared exciting news about the Norwood Library doing a tiny art show and providing residents with art kits to have on display. Ms. Sullivan shared that her and Ms. Hoover will be co-hosting an event alongside Norwood Police Department for a conversation regarding Ward 4 on May 20, at 6PM at Norwood View School. Council President Geers shared an update regarding the Memorial Day Services hosted by the American Legion in Norwood at 2PM on Monday, May 25th at Victory Park. Ms. Franzen shared they currently are awaiting proposals for the Doral Field revitalization. Lastly, Mr. Moore addressed council and congratulated Sunni James and Norwood City Schools on her admittance to the College Credit Plus program at a local community college.

Q) COMMUNICATIONS

1) Mayor Victor Schneider – Mayor’s Court Fines – April 2026

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

**2) Planning Commission – Letter requesting Public Hearing re: Amending Section 1111.99 and 1155.15
Norwood Codified Ordinances**

On a motion made by Ms. Franzen, seconded by Mr. Girton, it was moved to receive and file the communication as if read with a public hearing for June 23, 2026. All members present voted, “yes.” The motion passed.

3) Building Department – Letter requesting Public Hearing re: Short – Term Rental Lodging

On a motion made by Ms. Franzen, seconded by Mr. Girton, it was moved to receive and file the communication as if read with a public hearing for June 23, 2026. All members present voted, “yes.” The motion passed.

4) Ken Miracle, Auditor – Request for Public Hearing re: Tax Budget

On a motion made by Mr. Girton, seconded by Ms. Hoover, it was moved to receive and file the communication as if read and schedule a public hearing. All members present voted, “yes.” The motion passed.

5) Ohio Division of Liquor Control – Re: Shake Shack Ohio LLC

On a motion made by Mr. Girton, seconded by Ms. Hoover, it was moved to receive and file the communication as if read with no objections. All members present voted, “yes.” The motion passed.

R) EXCUSE ABSENT MEMBERS

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

S) ADJOURNMENT

On a motion made by Mr. Girton, seconded by Ms. Sullivan, 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

CITY OF NORWOOD, OHIO
Law, Ordinance, Environment & Public Safety Committee
MEETING MINUTES

Date:	April 1, 2026	Location:	Council Chambers
Time Called to Order:	5:30 p.m.	Time Adjourned:	6:30 p.m.
Committee Chair:	Jason Provins	City Attorney:	Keith Moore
Members Present:	Susan Hoover, Sam Bowling, Jeff Girton		
Guests:	Pam Mullen, Health Commissioner, Norwood City Board of Health		

I. CALL TO ORDER

Chair Provins called the meeting to order. All committee members were present. Health Commissioner Pam Mullen and City Attorney Keith Moore were in attendance as guests. The meeting was convened to receive Ms. Mullen's professional input regarding the proposed amendment to Chapter 1705 as it relates to recovery housing.

II. RECOVERY HOUSING — HEALTH COMMISSIONER PRESENTATION

A. Context and Background

- Health Commissioner Pam Mullen was invited to provide input on the proposed amendment to Chapter 1705 and the concept of registering and overseeing recovery housing under the Board of Health.
- Ms. Mullen noted that prior to the March 18 committee meeting, she had extended an invitation for an in-person meeting at the Health Department, which did not result in a meeting. She subsequently received a complaint letter regarding 1753 Williams Avenue (commonly referred to as Izzy's House), dated October 2025.
- Chair Provins redirected the discussion from procedural history to the substantive matter of the Chapter 1705 amendment.

B. Board of Health Capacity and Scope

- Ms. Mullen stated that the Norwood City Board of Health is a seven-person department operating at or near capacity.
- The Health Department's current inspection jurisdiction covers rodent and insect infestations, absence of heat or air conditioning, lack of running water, and animal bites — categories applicable to businesses, restaurants, and some residential complaints, but not specifically tailored to recovery housing oversight.
- Ms. Mullen confirmed that Hamilton County Public Health, the City of Springdale Health Department, and the City of Cincinnati Health Department do not register or oversee recovery housing, and she consulted each of them prior to the meeting.
- In her professional opinion, the Board of Health is not qualified to inspect or register recovery housing residences, and adding that responsibility would exceed current departmental capacity.

C. Applicable Ohio Revised Code and State Oversight Framework

- ORC 5119.01 — Cross-reference for recovery housing residences; defines alcohol and drug use recovery residences and related terms.
- ORC 340.034 — Governs how recovery housing is operated under a board structure; Ms. Mullen noted this is not referenced in the proposed Chapter 1705 amendment.
- ORC 5165.64 — Pertains to nursing home registration and inspections; the Ohio Department of Health (ODH) conducts annual surveys of nursing homes and investigates complaints.
- The Ohio Department of Behavioral Health (ODBH) maintains a statewide registry for recovery housing and has an established complaint procedure, including a formal complaint form, a complaint review board, and a

complaint review process to ensure certified homes meet national quality standards.

- The Commission on Accreditation of Rehabilitation Facilities (CARF) is an additional voluntary accreditation body covering long-term care, rehabilitation, substance abuse, and mental health programs.

D. Recovery Housing Residences Currently in Norwood

- Oxford House (Mentor Avenue) — Currently accredited through Ohio Recovery Housing.
- 1753 Williams Avenue (“Izzy’s House”) — Operated by the KAV Help Group. An application for Ohio Recovery Housing certification is pending; Ms. Mullen was informed that under state law, a pending application carries a status substantially equivalent to certification while under review. The application review timeline is indeterminate due to a backlog at the state agency.
- Committee members confirmed that the residents of 1753 Williams Avenue have vacated the property and it is currently vacant.
- The committee indicated awareness of all current recovery housing facilities in Norwood.

E. HIPAA and Protected Health Information Concerns

- Ms. Mullen identified a significant concern with the current draft of Chapter 1705, which references the Health Department obtaining resident names, medical diagnoses, admission and discharge dates, and medication and provider information.
- She characterized this information as protected health information (PHI) and noted that individuals familiar with the recovery community concurred that requiring its disclosure would likely constitute a HIPAA violation.
- A committee member with a clinical background (licensed therapist) affirmed that compiling such records would constitute a HIPAA violation.
- City Attorney Moore acknowledged this as a legitimate concern, noting that the original Chapter 1705 provision was drafted for nursing home registration purposes and has not been actively enforced.

F. Discussion — City Authority and Path Forward

- City Attorney Moore clarified that under the existing Chapter 1705, the Board of Health would have authority to inspect for livability conditions (heat, habitability, etc.) — but acknowledged the chapter has not been actively used for nursing homes or group homes.
- Committee members noted that the core problem is the absence of any municipal visibility into recovery housing operations: no notification when residents move in, no knowledge of certifying entities, no way to track facility status or neighborhood impact proactively.
- Ms. Mullen suggested that establishing a formal relationship with the Ohio Department of Behavioral Health and directing residents and community members to use the state’s existing complaint process may be a more appropriate avenue than municipal oversight.
- City Attorney Moore raised the question of whether Chapter 1705 should be repealed in its entirety rather than amended, given that it is not being enforced for any of its original purposes.
- Committee consensus was that the HIPAA-related language must be removed, and that the appropriate scope of any municipal oversight role — whether through the Board of Health, a zoning mechanism, or another body — requires further deliberation.
- A complaint filed with ODBH regarding Izzy’s House was confirmed to be listed on the state agency’s website; this information had not previously been known to all parties.

ACTION ITEMS

- Chair Provins & City Attorney Moore — Evaluate whether Chapter 1705 should be repealed, substantially amended, or replaced with a different regulatory mechanism, in light of the Board of Health’s capacity constraints and the state oversight framework already in place.
- City Attorney Moore — Provide a legal assessment of the HIPAA implications of the current Chapter 1705 draft language requiring collection of resident medical information.

- Chair Provins — Pursue direct outreach to the Ohio Department of Behavioral Health to establish a working relationship and clarify the municipality’s role relative to state oversight of recovery housing.
- Committee — Review handout materials provided by Ms. Mullen (Ohio Recovery Housing complaint procedure, ODBH complaint form, CARF accreditation overview) prior to the next meeting.

III. NEXT MEETING

Next Meeting Date	Monday, April 29, 2026
Time	5:30 PM
Location	Council Chambers

IV. ADJOURNMENT

Meeting was adjourned at 6:30 p.m.

CONSOLIDATED ACTION ITEMS

II – Recovery Housing / Chapter 1705

- Chair Provins & City Attorney Moore — Evaluate whether Chapter 1705 should be repealed, substantially amended, or replaced with a different regulatory mechanism, in light of the Board of Health’s capacity constraints and the state oversight framework already in place.
- City Attorney Moore — Provide a legal assessment of the HIPAA implications of the current Chapter 1705 draft language requiring collection of resident medical information.
- Chair Provins — Pursue direct outreach to the Ohio Department of Behavioral Health to establish a working relationship and clarify the municipality’s role relative to state oversight of recovery housing.
- Committee — Review handout materials provided by Ms. Mullen (Ohio Recovery Housing complaint procedure, ODBH complaint form, CARF accreditation overview) prior to the next meeting.

CITY OF NORWOOD, OHIO
Law, Ordinance, Environment & Public Safety Committee
MEETING MINUTES

Date:	April 29, 2026	Location:	Council Chambers
Time Called to Order:	5:30 p.m.	Time Adjourned:	6:32 p.m.
Committee Chair:	Jason Provins	City Attorney:	Keith Moore
Members Present:	Susan Hoover, Sam Bowling, Jeff Girton		

I. CALL TO ORDER

Chair Provins called the meeting to order and introduced the agenda. Items were taken in order, beginning with recovery housing.

II. RECOVERY HOUSING — LEGISLATIVE UPDATE & CHAPTER 1705

A. Ohio House Bill 58 — Senate Status

- HB 58 remains in the Ohio Senate. The committee noted this does not necessarily indicate a problem; the Senate is conducting standard due diligence.
- The Senate is not expected to reconvene until mid-next month.
- Committee consensus: the Senate's timeline does not impede local legislative action.

B. Board of Health Registration — Historical Practice

- Discussion surfaced that the Norwood Board of Health previously registered boarding homes (including recovery-type houses) but that practice lapsed.
- The committee expressed interest in restoring that function under existing authority in Chapter 1705, without requiring a code amendment to initiate it.
- Pam Mullen (Health Commissioner) may not be aware the registration practice previously existed; certificates from as recently as 2022–2023 were referenced but had not yet been formally shared with her.
- Ms. Mullen is scheduled to meet on May 5th with an Ohio Department of Mental Health and Addiction Services representative, along with Chair Provins and Shereen, following outreach by the Southwest Ohio ADAMHS representative.

C. Chapter 1705 Amendment — Path Forward

The committee agreed that Chapter 1705 should be amended to accomplish the following:

1. Remove existing HIPAA-related language that creates compliance concerns.
 2. Formally include recovery housing residences within the scope of the ordinance.
 3. Add a reporting requirement (quarterly or monthly) compelling the Board of Health to provide the City Council with formal inspection and oversight reports.
- The reporting requirement was identified as the primary accountability mechanism, given that the Board of Health is a separate body politic not directly under City Council authority.
 - The committee noted that the Mayor serves as President of the Board of Health, and that avenue of accountability warrants further exploration.

ACTION ITEMS

- Committee — Review draft at the May 11 meeting. If no objections, advance to Council agenda.
- [Designated Member] — Forward prior Board of Health registration certificates (2022–2023) to Ms. Mullen ahead of her May 5th meeting.

- Mr. Moore — Prepare a revised draft of Chapter 1705: HIPAA language cleanup, recovery housing residences added, formal reporting requirement to Council included.
- Mr. Provins — Review draft and distribute to all members prior to the May 11 committee meeting.

III. ZONING — RECOVERY HOUSING RESIDENCES

A. Current Draft Provisions

The committee reviewed a draft zoning provision modeled on existing language for residential facilities. Key provisions discussed:

Provision	Draft Language / Committee Decision
Permitted Zones	R3 only as drafted (consistent with boarding house allowances); expansion to R2 and RMX discussed as reasonable alternatives.
Geographic Spacing	1,000-foot minimum separation between recovery housing residences (approx. 2–3 city blocks).
Per-District Limit	One per contiguous residential district.
Numerical Cap	REMOVED — the committee opted to rely on spacing and per-district limits as natural constraints (estimated practical max: ~8 citywide).

B. Fair Housing / ADA Considerations

- The committee discussed whether a numerical cap could trigger Fair Housing Act or ADA concerns.
- General consensus: recovery housing residents are not in the same protected category as individuals requiring personal care; concentration limits (not a hard cap) represent a more legally defensible position.
- Prior challenges from a local operator were noted as lacking legal substance (AI-generated case citations that were fictitious).

ACTION ITEMS

- Mr. Provins — Distribute final draft digitally. If no objections, place on next Council agenda as a resolution directing Planning Commission review. If objections arise, return to committee.
- Mr. Moore — Finalize zoning draft: permitted in R3 (consider R2/RMX), 1,000-foot separation, one per contiguous residential district, no numerical cap.

IV. RULES OF COUNCIL — EFFICIENCY & PROCESS IMPROVEMENTS

A. Short Title Ordinance Readings

- A proposal was introduced to amend Rules of Council to allow ordinances to be read by short title only (no more than 10 words), drafted at the time of submission.
- The City Attorney noted no legal barrier was immediately apparent; further research was requested.

B. Consent Agenda

- The committee discussed adopting a consent agenda format (similar to the current communications block) for routine or previously agreed-upon items, particularly third readings of ordinances.
- Identified as a viable time-saving measure requiring some additional upfront administrative preparation.

C. Emergency Clauses and Suspension of Rules

- A member raised concern about the frequency with which the Council both suspends rules for all three readings and applies emergency clauses simultaneously, noting it has become routine rather than exceptional.
- Discussion acknowledged that many instances are legitimate (equipment purchases, previously approved expenditures), but consensus was that better advance communication from the administration could reduce

last-minute pressure.

- Members were encouraged to consider the motion to table or refer back to committee when insufficient review time is provided for last-minute agenda additions.
- No formal action taken; topic flagged for continued discussion at a future meeting.

ACTION ITEMS

- Mr. Moore — Provide the committee with information on how a consent agenda process would work procedurally.

V. SOCIAL WORKER POSITION — PRELIMINARY UPDATE

- Preliminary cost estimate: approximately \$100,000 annually (salary, benefits, and overhead).
- The position could be structured under the Police Department or the Board of Health; further analysis is needed to determine optimal placement.
- Strong professional connections are available to assist with scoping and sourcing candidates.

ACTION ITEMS

- Ms. Hoover — Share position descriptions for a municipal social worker role with the full committee for review prior to the May 11 meeting.

VI. NUISANCE ORDINANCE (CHAPTER 567) — PREVIEW

- Mr. Provins reported that a constituent raised concerns following a neighborhood shooting that was preceded by a prolonged pattern of nuisance activity, noting insufficient tools in the current ordinance to intervene proactively.
- Additional constituent outreach regarding nuisance enforcement was noted by other members.
- The committee agreed to place the chronic nuisance/weapons ordinance on the agenda for the May 11 meeting.
- The City Attorney noted this topic recurs regularly and acknowledged the need for periodic re-examination.

VII. NEXT MEETING & UPCOMING AGENDA

Next Meeting Date	Monday, May 11
Time	6:30 PM
Note	Members wishing to attend the Board of Health meeting (5:15 PM) may do so prior to the committee convening.

Tentative Agenda — May 11 Meeting:

1. Chapter 1705 draft review (recovery housing ordinance amendment)
2. Social worker position descriptions review
3. Nuisance ordinance discussion (Chapter 567)
4. Continued: Rules of Council efficiency measures

ACTION ITEMS

- [Clerk/Angela] — Update the Council meeting notice to reflect 7:00 PM start on May 13 and notify relevant parties of the LOEPS committee meeting on May 11 at 6:30 PM.

VIII. ADJOURNMENT

Meeting was adjourned at 6:32 p.m. Meeting ran over the scheduled end time.

CONSOLIDATED ACTION ITEMS

II – Recovery Housing / Chapter 1705

- Committee — Review draft at the May 11 meeting. If no objections, advance to Council agenda.
- [Designated Member] — Forward prior Board of Health registration certificates (2022–2023) to Ms. Mullen ahead of her May 5th meeting.
- Mr. Moore — Prepare a revised draft of Chapter 1705: HIPAA language cleanup, recovery housing residences added, formal reporting requirement to Council included.
- Mr. Provins — Review draft and distribute to all members prior to the May 11 committee meeting.

III – Zoning / Recovery Housing Residences

- Mr. Provins — Distribute final draft digitally. If no objections, place on next Council agenda as a resolution directing Planning Commission review. If objections arise, return to committee.
- Mr. Moore — Finalize zoning draft: permitted in R3 (consider R2/RMX), 1,000-foot separation, one per contiguous residential district, no numerical cap.

IV – Rules of Council

- Mr. Moore — Provide the committee with information on how a consent agenda process would work procedurally.

V – Social Worker Position

- Ms. Hoover — Share position descriptions for a municipal social worker role with the full committee for review prior to the May 11 meeting.

VII – Next Meeting / Scheduling

- [Clerk/Angela] — Update the Council meeting notice to reflect 7:00 PM start on May 13 and notify relevant parties of the LOEPS committee meeting on May 11 at 6:30 PM.

**ORDINANCE TO CHANGE APPROPRIATIONS FOR THE YEAR 2026,
AND DECLARING AN EMERGENCY**

WHEREAS, Council wishes to increase and/or decrease appropriation line items for 2026; now therefore,

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

SECTION 1. The appropriations line items are increased and/or decreased as follows:

See Attached Exhibit “A”

SECTION 2. This ordinance is hereby declared an emergency ordinance and a measure necessary for the immediate preservation of the public peace, health, safety, and general welfare, and shall go into effect forthwith. The reason for said emergency is to increase and/or decrease certain appropriation line items.

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://www.norwoodohio.gov/426/Legislation> 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

5/26/2026

EXHIBIT A

Increase In Permanent Appropriations to the following funds:

2096-0000-50000

Norwood Coronavirus Relief Fund \$ 4,135.05

Decrease In Permanent Appropriations to the following funds:

ORDINANCE PROVIDING FOR THE SUBMISSION OF THE QUESTION "SHALL A COMMISSION BE CHOSEN TO FRAME A CHARTER" TO A VOTE OF THE QUALIFIED ELECTORS OF THE CITY OF NORWOOD AND PROVIDING FOR THE ELECTION OF CHARTER COMMISSION MEMBERS AT THE REGULAR MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 3, 2026, AND DECLARING AN EMERGENCY

WHEREAS, the method of adopting a home rule charter is prescribed by the Constitution of the State of Ohio, Article XVIII, Section 8; and

WHEREAS, a municipal home rule charter would constitute the constitution for the City of Norwood, establish its governmental organization and control the exercise of those powers of local self-government granted to it by the Ohio Constitution and the General Assembly; and

WHEREAS, a municipal home rule charter would provide a local, tailor-made framework of government unhampered by the rigidity of statutory mandates, and would be more responsive to local needs and wants and capabilities than the statutory form of government; and

WHEREAS, a municipal home rule charter would allow the citizens of Norwood to provide for the distribution of municipal powers and duties as they see fit, rather than relying upon the General Assembly, as required under the statutory form of government; and

WHEREAS, a municipal home rule charter may be drafted to strengthen the democratic processes and promote more efficient government than is available under the statutory form; and

WHEREAS, hundreds of municipalities in Ohio have already adopted municipal home rule charters, including the City of Cincinnati; and

WHEREAS, Council must pass an Ordinance which states the time for the holding of the election, which shall be not less than sixty nor more than one hundred and twenty days after the passage of the Ordinance.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORWOOD, HAMILTON COUNTY, STATE OF OHIO, THAT:

SECTION ONE: The question "Shall a Commission be chosen to frame a charter?" shall be submitted to a vote of the qualified electors of the City of Norwood at the regular municipal election to be held on the third (3d) day of November, 2026, at the regular places and hours of voting in Norwood as established by the Hamilton County Board of Elections. The question shall be submitted in the following form:

"Shall a Commission be chosen to frame a charter?"

To the left or right of such wording, or as otherwise prescribed by the Hamilton County Board of Elections or Secretary of State, shall appear, in boxes with appropriate places for marking, the words "Yes" and "No", and each voter shall indicate his or her vote by placing an appropriate mark in one of the places provided.

SECTION TWO: The ballot submitted to the qualified electors of the City of Norwood shall also provide for the election of fifteen (15) members of the Charter Commission from the City at large. The ballot for the election of commission members shall bear no party designation. It shall have printed thereon the names of all electors who have been nominated in accordance with Section Four of this Ordinance. The ballot shall have directions to aid the qualified electors,

such as "Vote for no more than fifteen" and other directions as the Hamilton County Board of Elections deems appropriate and necessary.

SECTION THREE: If a majority of qualified electors voting on the question "Shall a Commission be chosen to frame a charter?" vote in the affirmative, the fifteen candidates receiving the largest number of votes shall constitute the Charter Commission to frame a charter.

SECTION FOUR: All nominations for members of the Charter Commission shall be made by nomination petitions as prescribed by the Hamilton County Board of Elections and/or the Ohio Secretary of State. Each individual shall submit nomination petitions signed by not less than twenty-five (25) persons eligible to vote at regular municipal elections, pursuant to Ohio Revised Code Section 3513.25 and any other provisions of general law. Nomination petitions shall be filed with the Hamilton County Board of Elections within the time frame prescribed by general law, no later than fifty days prior to the November 3, 2026, election.

SECTION FIVE: The ballots to be printed for the election of persons for the Charter Commission shall be printed and rotated to meet the rotational requirements of Ohio Revised Code Section 3505.03 and any other provisions of general law.

SECTION SIX: The ballots shall be printed so as to give each qualified elector a clear opportunity to designate his/her choice of candidates. Provisions shall be made on the ballot to allow the qualified elector to write in the name or names of any person or persons not printed on the ballot for whom he/she desires to vote.

SECTION SEVEN: The Clerk of Council is hereby directed to certify a copy of this Ordinance forthwith to the Hamilton County Board of Elections, and to give public notice of the time and place of holding the election, by publication at least ten days prior to the date of the election in one or more newspapers of general circulation in the City of Norwood.

SECTION EIGHT: Council declares this to be an emergency immediately necessary for the preservation of the public peace, health, safety, and welfare of the citizens of Norwood, to allow this measure to appear on the November 3, 2026, ballot. Provided that this legislation receives the affirmative vote of three-fourths of the members elected or appointed to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise, it shall take effect and be in force at the earliest time allowed by law.

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

ORDINANCE READINGS

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: _____ Date Needed: _____

******(Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.)***

Name: _____

(Name of person(s) requesting document, amendment, or repeal / Department / E-Mail / Telephone)

Document Needed: Ordinance Resolution Amendment 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)***

Check if emergency clause or suspension of rules for all three readings is needed (explain):

Special Notes/Instructions:

Keith D Moore, Law Director
kmoore@norwood-ohio.com
513-458-4585 / 513-258-5483

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

**ORDINANCE AUTHORIZING THE MODIFICATION OF ORDINANCE 65-2025 TO
ALLOW THE EMPLOYMENT OF TWO ASSISTANT LAW DIRECTORS DURING
THE MONTH OF JUNE 2026 AND DECLARING AN EMERGENCY**

WHEREAS, Ordinance 65-2025, entitled “An Ordinance of the City of Norwood, Ohio, Authorizing Non-Union Employee Pay Rates,” governs the terms and conditions of employment of non-union employees of the City of Norwood; and

WHEREAS, Section II.6 of Ordinance 65-2025 provides for the employment of one Assistant Law Director; and

WHEREAS, the current Assistant Law Director is retiring effective June 30, 2026, and Council finds that the best interests of the City would be served by allowing a new appointee sufficient time to train under the retiring Assistant Law Director;

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

SECTION I. The Council hereby modifies the provisions of Section II.6 of Ordinance 65-2025 to permit the employment of two Assistant Law Directors from June 1, 2026, to June 30, 2026.

SECTION II. This ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health, safety, and general welfare. The reason for such an emergency is the need for this ordinance to go into effect prior to June 1 to promptly appoint a new Assistant Law Director, in order to meet critical staffing needs within the City’s Law Department. This ordinance shall take effect and be in full force immediately upon its passage and approval by the Mayor.

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

ORDINANCE READINGS

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: _____ Date Needed: _____

*****(Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.)**

Name: _____

(Name of person(s) requesting document, amendment, or repeal / Department / E-Mail / Telephone)

Document Needed: Ordinance Resolution Amendment 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)**

Check if emergency clause or suspension of rules for all three readings is needed (explain):

Special Notes/Instructions:

Keith D Moore, Law Director
kmoore@norwood-ohio.com
513-458-4585 / 513-258-5483

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

ORDINANCE AUTHORIZING THE SAFETY-SERVICE DIRECTOR TO ENTER INTO A CONTRACT WITH BUCHER MUNICIPAL FOR THE PURCHASE OF A CITYCAT STANDARD STREET SWEEPER EQUIPMENT, MODEL # STS016078, FOR USE BY THE NORWOOD PUBLIC WORKS DEPARTMENT AND DECLARING AN EMERGENCY

WHEREAS, the City of Norwood Public Works Department requires a street sweeper to better serve its citizens and its employees in the performance of their duties; and

WHEREAS, the Council desires to authorize the Safety-Service Director of the City of Norwood to enter into a purchase agreement with Bucher Municipal, in an amount not to exceed \$299,405.00, to purchase the CityCat Standard Street Sweeper Equipment, Model # STS016078, with standard factory warranty: 2 years or 2,000 hours; and

WHEREAS, the City of Norwood intends to trade in a City-owned 2013 Elgin Pelican Street Sweeper to Bucher Municipal, the value of which shall be applied to the trade-in allowance toward the gross purchase price of the new equipment; and

WHEREAS, this purchase is a vital component of the City's 2026 Financial Recovery Plan and is necessary to maintain the Public Works Department's ability to provide essential services to the residents of the City of Norwood; and

WHEREAS, the City of Norwood intends to finance this capital acquisition through a purchase agreement with the debt service for said purchase having been factored into the 2026 budget proposal; now, therefore,

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

SECTION 1. The Safety-Service Director is hereby authorized to enter into a contract with Bucher Municipal for the purchase of a CityCat Standard Street Sweeper Equipment, Model # STS016078, and to execute a purchase agreement and all necessary financing documents with Bucher Municipal for said purchase, in a total *net* amount not to exceed \$299,405.00, in accordance with the attached specifications.

SECTION 2. The Safety-Service Director is further authorized to execute a trade-in agreement, clear title transfer, and any associated bill of sale to legally transfer ownership of the City's 2013 Elgin Pelican Street Sweeper to Bucher Municipal as part of the total consideration.

SECTION 3. The City Auditor is authorized to draw, and the City Treasurer to pay warrants, if any, for the foregoing purpose out of **STORM WATER MANAGEMENT FUND - 8062-0000-57600** and **STREETS CAPITAL FUND - 1001-0852-57600**.

SECTION 4. The reason for said emergency is the immediate need to secure the purchase of the CityCat Standard Street Sweeper Equipment, Model # STS016078, thereby ensuring uninterrupted public works services to the residents of the City of Norwood.

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

ORDINANCE READINGS

1st Reading _____
Date

2nd Reading _____
Date

3rd Reading _____
Date

All 3 Readings _____
Date

Tabled _____
Date

Vetoed _____
Date

Dealer

MTech

Date

5/12/26

End User

City of Norwood

Availability

In-Stock

CityCat Standard Sweeper Equipment

STS016078

Standard Factory Warranty: 2 years or 2,000 Hours

7.3 Cubic Yard 4003 Stainless Steel Hopper & Fan Case	In Cab Noise Level - 63 dB(A)
Iveco Turbo 4 cylinder in-line Diesel; Tier 4 Final; 138 HP @ 2200 rpm; Intergrated Engine Diagnostic System	Electrical System - 24 volt
Full Hydrostatic Transmission with 25 mph Transit Speed	Gradeability - up to 30%
GVM 23,150 lbs; Payload 11,025 lbs with a turning radius of 9.5 ft curb to curb	Sweep Path: (2) Gutter Brooms and Suction Nozzle = 8 feet
31" Stainless Steel Vacuum Nozzle with 10" suction hose and Leaf flap.	Steering Column - Tilt and Height Adjustment
Hydrostatic Controlled 4-Wheel Steering; turning radius 9' 5" curb to curb.	Heated Windshield
Two (2) 35" Poly/Steel Gutter Brooms; variable speed adjustment 0-150 rpm; impact proof suspension.	Heater with Two (2) Speed Fan
37" Standard Dump Height; Optional High Dump 61"; tipping angle 50 degrees.	Body Painted In Standard Factory White
Spacious High Visibility Custom Cab,with window in cabin floor to always view working suction nozzle.	Bucher Data Capture USB Flash Drive
Ergonomically positioned 7" CANview Display System and data capture	1 Sweeper Parts/Service CD In English
235 gallon water tank; In-Cab Nozzle volume adjustment.	1 Sweeper Operator's Manual In English
Engine Fuel Tank - 30 gallons with 8 gallon Ad Blue tank	Tires - 4 Wheels 265/70 R 19.5

QTY	ID Number	DESCRIPTION	Available	Selected
1	CT5032	CityCat Purpose Built Street Sweeper	\$244,054	\$244,054
1	CCA002	Air Conditioning - Fully Integrated w/ Climate Control	\$5,562	\$5,562
0	CAM001	Camera Single Rear Displaying on JVM	\$1,816	\$0
1	CAM002	Cameras - Rear and Nozzle Displaying on JVM	\$3,519	\$3,519
1	KCC12	Radio / CD Player	\$1,249	\$1,249
0	KE025	Overload Indicator	\$3,065	\$0
0	KCC36	Deluxe Driver Seat - Isri. Weight, height and Lumbar adjustments.	\$5,108	\$0
1	CE0010	Electronic Battery Isolator	\$2,724	\$2,724
0	KZ005	Fire Extinguisher (5lbs. dry powder)	\$709	\$0
0	KAC39	Wanderhose - 360 degree Top turn-table mounted, spring balanced with 6" diameter & 16 feet long hose.	\$9,649	\$0
0	KAC79	Wanderhose w/ Hydraulic Supported; 360 degree Top turn-table mounted; 8" diameter & 21 feet long hose	\$26,903	\$0
1	CH0020	Hopper Easy Clean - Flushes hopper, fan & mesh.	\$3,405	\$3,405
1	CH0211	Hopper Mesh Lift Kit - hand pump	\$2,043	\$2,043
1	CHO130	High Dump Hopper - 4003 Stainless Steel; Dump Height - 61"	\$7,378	\$7,378
0	KGC59	Additional Water Tank Standard Dump - 296 gallons; total water capacity - 530 gallons	\$13,622	\$0
0	KGC60	Additional Water Tank High Dump - 296 gallons; total water capacity - 530 gallons	\$20,432	\$0
1	CS0026	Front Mounted 3rd Brush, Dual Rotation.	\$13,081	\$13,081
0	CS0023	HD Front Mounted 3rd Brush - Heavy Duty Road Construction - Poly/Steel Broom	\$20,270	\$0
1	CS0101	In-Cab Dual Gutter Broom Tilt - Hydraulic Controlled	\$3,405	\$3,405
1	CS0105	In-Cab Independent Gutter Broom Down Pressure Control w/ Independent lift - Hydraulic Controlled	\$4,995	\$4,995
0	KAC48	Rubber Lined Nozzle, Intake Seat & Inlet Duct. Lined with 5mm thick increase wear rubber.	\$3,405	\$0
1	CW0021- CW0105	HD High Pressure Water System - Includes hand lance & reel. 2900 PSI / 8 GPM to 1500 PSI / 5 GPM	\$7,719	\$7,719

1	CW0045	High Pressure Spray Bar Behind Suction Nozzle	\$2,838	\$2,838
0	KX065	Centralized & Auto Grease System - all grease points; Standard Dump	\$6,162	\$0
1	KX067	Centralized & Auto Grease System - all grease points; High Dump	\$6,584	\$6,584
1	CCA400	Cruise Control (Sweep Speed Control)	\$1,703	\$1,703
1	CCA104	Sweeping Mirror Right Hand Side	\$530	\$530
0	KX071	1 Extra Set of Keys - Ignition, Fuel and Cab Door	\$454	\$0
2	BMNA 105	Rotating LED Beacon - Cab or Rear Mounted. Each Pricing. Advise Location Upon Ordering	\$851	\$1,703
0	KX070	Data Capture via USB Memory Stick	\$1,022	\$0
3	CLL101 or CLL102	Working LED Lights - RH or LH Gutter Broom or Suction Nozzle. Each Pricing. Advise Location Upon on ordering.	\$638	\$1,914
0	KDC50/51	Additional Operating or Spare Parts Manuals - English only ... Each Pricing	\$454	\$0
0	BMNA 300	Custom Paint Color: Dealer must provide a 3x5 paint sample and the RAL or PPG paint code.	\$7,946	\$0
			Sweeper Subtotal	\$314,405

QTY	SPECIAL OPTIONS AND MODIFICATIONS	Price
1	CBC050 - Connect Go - NC	\$0
0		\$0
0		\$0
0		\$0
0		\$0
0		\$0
1	Factory Freight, Delivery & Training Included	\$0

DISCOUNTS

1	2013 Elgin Pelican	\$15,000.00	\$-15,000.00
0	Additional Discounts	\$0	\$0
			Total with Sweeper and Discounts
			\$299,405.00

If MTech's trade-in offer is accepted, customer must turn their old equipment over to MTech in complete working condition upon delivery of their new truck. All repairs must be completed and any wear and tear items must also be repaired or replaced at customer's expense prior to turning equipment into MTech. Additionally, any vehicle must pass a certified DOT inspection before being traded in. MTech reserves the right to perform an on-site inspection of the equipment being traded in prior to delivery and may deduct the cost of any outstanding repairs needed from the trade-in value owed to the customer at our sole discretion.



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

Date of Request: 5/20/2026	Date Needed: 5/26/2026
Request(s) should be submitted by the Wednesday, at noon, before date needed for Council, earlier if possible.	
Requested By:	Noah Powers
Contact:	Ssd@norwoodohio.gov
Document Requested:	Ordinance
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)	
<p>Requesting an ordinance authorizing the Safety-Service Director to purchase a new street sweeper, as described in the attached quote. This item is available on state bid contract, so no bidding is required. Additionally, requesting authorization to trade-in the city's current street sweeper at the same time, and as part of the same transaction.</p>	
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:	
<p>Requesting emergency action to allow the city to move forward with the acquisition as soon as possible, because:</p> <ol style="list-style-type: none"> 1. The new unit is currently available for immediate delivery. 2. The new unit will improve staff working conditions. 3. The city's current street sweeper is end of life. It has experienced numerous breakdowns, resulting in repair costs and increased demands on city garage personnel. 	
Special Notes/Instructions	
<p>This item was included in the current Financial Recovery Plan and budget, previously approved by City Council. This item is being acquired at slightly less than the budgeted amount.</p>	



Ordinance No. _____ 20 _____

**ORDINANCE AMENDING ORDINANCE NO. 22-2026
AND DECLARING AN EMERGENCY**

WHEREAS, Council wishes to increase and/or decrease appropriation line items for 2026; now therefore,

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

SECTION 1. The appropriations line items are increased and/or decreased as follows:

See Attached Exhibit "A"

SECTION 2. This ordinance is hereby declared an emergency ordinance and a measure necessary for the immediate preservation of the public peace, health, safety, and general welfare, and shall go into effect forthwith. The reason for said emergency is to increase and/or decrease certain appropriation line items.

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 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 Readings _____
Date

Tabled _____
Date

Vetoed _____
Date

5/12/2026

EXHIBIT A

Increase In Permanent Appropriations to the following funds:

<u>2084-0000-50000</u>	Cornerstone TIF School Fund	\$	388,124.96
<u>2085-0000-50000</u>	Linden Pointe TIF School Fund	\$	31,142.94
<u>3036-0000-50000</u>	Cornerstone TIF School Fund	\$	43,921.85
<u>3074-0000-50000</u>	Central Park TIF	\$	66,870.00
<u>3086-0000-50000</u>	Rookwood Debt Payment	\$	1,628,825.87
<u>3092-0000-50000</u>	Rookwood School Fund	\$	37,694.11
<u>3094-0000-50000</u>	Danamount TIF	\$	692,667.03
<u>3095-0000-50000</u>	Danamount School Fund	\$	356,934.39
<u>3096-0000-50000</u>	US Playing Cards TIF	\$	8,582.62
<u>3097-0000-50000</u>	US Playing Cards School	\$	2,639.21
<u>4037-0000-50000</u>	Linden Pointe TIF	\$	755,143.24
<u>8054-0000-50000</u>	Norwood Energy SPA	\$	84,994.39

Decrease In Permanent Appropriations to the following funds:

<u>3086-0000-50000</u>	Cornerstone Special Fund	\$	(246,033.00)
<u>3090-0000-50000</u>	Rookwood TIF	\$	(1,498,343.00)

RESOLUTION AUTHORIZING THE CITY AUDITOR TO APPROVE A "THEN AND NOW" CERTIFICATE FROM THE NORWOOD CORONAVIRUS RELIEF FUND 2096-0000-50000 TO THE U.S. DEPARTMENT OF TREASURY FOR THE RETURN OF UNOBLIGATED STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF) AND DECLARING AN EMERGENCY

WHEREAS, the City Auditor has requested that the Council authorize the Auditor to approve a "Then and Now" certificate payable to the U.S. Department of Treasury for a total of \$4,135.05 to cover State and Local Fiscal Recovery Funds (SLFRF), which is the amount of funds that were not obligated by December 31, 2024; and

WHEREAS, the amount of \$4,135.05 exceeds the threshold of \$3,000.00 that City Auditor Ken Miracle can approve without Council authorization; and

WHEREAS, the payment is for unobligated State and Local Fiscal Recovery Funds (SLFRF) incurred as of December 31, 2024; now therefore,

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

SECTION 1. The City Auditor's office is hereby authorized to approve a "Then and Now" certificate payable to the U.S. Department of Treasury for a total of \$4,135.05 from the **NORWOOD CORONAVIRUS RELIEF FUND 2096-0000-50000** for unobligated State and Local Fiscal Recovery Funds (SLFRF) incurred as of December 31, 2024. This certificate shall state that, both at the time the contract was made (then) and at the time the certificate is executed (now), the amount of the contract has been lawfully appropriated for the contract, that the appropriation remains unencumbered, and that resources to pay the obligation when it comes due are on hand or in the process of collection to the credit of the **NORWOOD CORONAVIRUS RELIEF FUND 2096-0000-50000**.

SECTION 2. This resolution is declared an emergency resolution and a measure necessary for the immediate preservation of the public peace, health, safety, and general welfare, and shall go into effect forthwith. The reason for said emergency is to ensure compliance and maintain a positive relationship with the U.S. Department of Treasury.

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 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 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 Readings _____
Date

Tabled _____
Date

Vetoed _____
Date



DEPARTMENT OF LAW

KEITH D. MOORE
LAW DIRECTOR

TIMOTHY A. GARRY, JR.
ASSISTANT LAW DIRECTOR

May 19, 2026

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

Dear Norwood City Council:

With Tim Garry's retirement from the Law Department, I am preparing to appoint Philip Brandewie to the position of Assistant Law Director. His resume is attached. As you can see, he has over 10 years' experience, including significant litigation experience.

I am requesting your approval of an annual salary of \$84,000, which is more than 10% above the minimum salary for this position. However, this salary is consistent with current market conditions. I understand there will be an ordinance later this year raising the minimum salaries of positions like this to reflect the current market, which would put the salary I am requesting within 10% of the new minimum.

I am requesting that Council approve the terms of the attached Offer Letter, which includes a starting salary of \$84,000 and a 40 hour vacation accrual amount available during his first year.

Given Mr. Garry's extensive experience and the importance of the position of Assistant Law Director, I will also be asking Council to pass an ordinance to allow Mr. Brandewie to begin work before Mr. Garry's retirement for training purposes.

If you consent to this request, please pass a motion receiving and filing this letter and approving the appointment in accordance with the terms contained in the attached Offer Letter.

Thank you for your time and consideration.

Sincerely,

Keith D. Moore
Norwood Law Director

KDM:cfc
Enclosures

cc: Lori Zombek (w/o encls.)

Philip Brandewie

pbrandewie@gmail.com • (513) 675-0595

LEGAL EXPERIENCE

Hamilton County Prosecutor's Office, Cincinnati, Ohio

Assistant Prosecuting Attorney, July 31, 2023- March 31, 2026

Municipal Division, July 31, 2023- November 1, 2024

- Prosecuted all levels of misdemeanors in the Hamilton County Municipal Court and appeared primarily in the courts presided over by Judges Dwane Mallory, Mike Peck, Jackie Ginocchio, Curtis Kissenger, and Samantha Silverstein.

- Involved at all levels of the proceedings including jury trials, bench trials, motions to suppress hearings, and pretrials.

Juvenile Division, November 4, 2024- January 5, 2026

- Prosecuted juvenile delinquency matters primarily in the courtroom presided over by Magistrates Nicole Clarke, and Alexxandra Jones.

- Participated at all levels of the proceedings including trials before the magistrate, motions hearings, pretrials and arraignment hearings.

- Communicated about complex legal topics with police officers, police departments, and victims.

Criminal Non-Support Division, January 5, 2026- March 31, 2026

- Prosecuted non-support cases in the various courtroom of the Hamilton County Court of Common Pleas. Including indicting cases, managing pre-trials, and preparing sentencing arguments.

- Involved in communicating with the Child Support Enforcement Agency, and victims.

Eppley Legal Group, Cincinnati, Ohio

Associate Attorney, August 17, 2019- July 7, 2023

- Represented clients in: Court of Appeals; General, Domestic Relations, Probate, and Juvenile Divisions of the Court of Common Pleas; and Municipal Courts.

- Participated as attorney of record in the entire litigation process from filing, through preliminary hearing, to trial, and to final judgment.

Document Review Attorney, Ohio July 1, 2018-August 1, 2019

- Contracted at various e-discovery firms.

- Reviewed documents for legally relevant material on state. sales tax case.

- Conducted privilege review on securities litigation for leading computer companies.

Legal Aid Society of Columbus, Columbus, Ohio

Volunteer Attorney, August 1, 2016- April 30, 2017

- Represented indigent clients in the Franklin County and Madison County Municipal Courts.

- Drafted legal memoranda for staff attorneys about various landlord-tenant issues.

Capital University Legal Clinic, Columbus, Ohio Legal Intern, January 1, 2015 – May 7, 2015

- Represented clients appearing in Franklin County Municipal Court.

- Prosecuted misdemeanors in the City of Whitehall Mayor's Court.

- Drafted and prepared wills and interviewed clients.

United States District Court for the Southern District of Ohio, Columbus, Ohio
Legal Extern, June 1, 2014 – December 15, 2014
Chambers of Magistrate Judge Kemp, Summer Semester
Chambers of District Judge Frost, Autumn Semester

- Assisted federal judges in preparing written orders, memoranda, writing an Opinion and Order on a motion for summary judgment, and drafting a Report and Recommendation.

EDUCATION AND LICENSURE

State of Ohio, Admitted to the Bar by examination on November 16, 2015.

United States District Court for the Southern District of Ohio, Admitted to the Bar on August 7, 2020.

Capital University Law School, Columbus, Ohio

Juris Doctor, cum laude, May 15, 2015

- Excelled in classes including criminal procedure, trial advocacy, appellate advocacy, evidence, general litigation clinic, and civil procedure jurisdiction.
- Awarded the Trustees' Merit Scholarship.
- Received the Order of the Curia.

The Ohio State University, Columbus, Ohio

Bachelor of Arts in History with concentration in European History, June 15, 2012

- Received a minor in the Multidisciplinary Legal Foundations of Society.
- Awarded the Provost Scholarship and Marge Haffner Memorial Scholarship.
- Received Air Force ROTC Type 7 Scholarship.

NON-LEGAL EXPERIENCE

Ascension and Holy Trinity Episcopal Church, Wyoming, Ohio

Vestry Member-at-Large, May 16, 2022-May 16, 2025

- Tasked with managing the parish's affairs, including the budget and operations.
- Taught Adult Formation Bible Study classes on the history and formation of the Bible.

Rector Search Team Member, October 27, 2024-September 1, 2025

- Selected for the team tasked with finding the new leader of the parish.
- Successfully interviewed and selected a new rector for the parish in less than a year.

PROFESSIONAL REFERENCES

Charles Lippert, Assistant Prosecuting Attorney, Hamilton County

(513) 946-3196

charles.lippert@hcpros.org

Joe Otero, Assistant Prosecuting Attorney, Hamilton County

(513) 520-8889

joseph.otero@hcpros.org

Mark Eppley, Attorney and Owner, Eppley Legal Group

(513) 621-6275

mark@eppleylegalgroup.com



May 14, 2026

Re: Offer of Employment – Law Department

Mr. Philip Brandewie,

Congratulations! The City of Norwood is pleased to offer you the position of Law Director. This letter serves as a conditional offer of employment and outlines some general terms of your employment with the City of Norwood.

The City of Norwood has an ordinance in place requiring that any new staff brought in at more than 10% above the salary must be approved by action of City Council. If you accept the position, I will take the acceptance letter to City Council to be approved for hire. This position and benefits are offered contingent upon Council approval.

Start Date: Your employment with the City of Norwood will begin TBD at Norwood City Hall (24645 Montgomery Road, Norwood, OH 45212). You will report directly to Law Director; Keith Moore. Please bring two forms of identification for your I-9 forms.

Compensation: the annual salary for the position offered is \$84,000. FLSA Status – exempt not eligible for overtime or compensatory time.

Benefits: The group health program includes medical, HSA, FSA, HRA, life insurance, and other indemnity plans, and will be effective your hire date. You will receive more details during your orientation. Consideration of your experience is being given for vacation accrual rate, you will begin accruals at the 8 to 15 years level which is 4.6 per pay period. Additionally, a 40-hour one time vacation accrual amount will be placed in your vacation bank. All other policies apply as stated in personnel manual.

Probationary Period: The first 180 days of employment will be considered the probationary period. This period is intended to let new employees get comfortable with the position and demonstrate their ability to fulfill the requirements of the job. Either the City of Norwood or the employee may terminate their employment with or without cause.

Agreement: We look forward to your acceptance of this offer! Please acknowledge acceptance by signing this offer letter and returning by email no later than 3 days from receipt. When you report to work, you must provide documentation verifying your identity, and documentation authorizing you to work in the United States.

Sincerely,

Keith Moore, Law Director

4645 Montgomery Road | Norwood, Ohio 45212
(513) 458-4500

“Gem of The Highlands”

City of Norwood



Keith Moore

Law Director

May 14, 2026

I, Philip Bransewie, accept this employment offer with the City Norwood and agree to all terms and conditions herein and to be bound by all current and future City of Norwood policies. Your employment with the City of Norwood is at-will and either party can terminate the employment relationship at any time without cause and without notice.

Employee Signature _____ Date: _____

Employee Name Printed: _____

4645 Montgomery Road | Norwood, Ohio 45212
(513) 458-4500

"Gem of The Highlands"



Ken Miracle City Auditor

4645 Montgomery Road
Norwood, Ohio 45212
Ph. (513) 458-4570
Fax (513) 458-4571

May 26, 2026

Honorable Joe S. Geers
Honorable City Council

Pursuant to the recommendation of the Auditor of State in the Report on Accounting Methods each month, upon the completion of the financial report, copies of the reports have been sent via email to all department heads and elected officials for their review. Each month the receipt of such reports shall be recorded in the minutes of City Council. The following reports have been provided, Audit Trial by Account, Bank Report, Encumbrance report, Expense Audit Trial, Expense Report for the Current Year, Expense Report, Expense Report with Encumbrance Detail, Revenue Audit Trial, Revenue Report and the Statement of Cash.

Respectfully,

Ken Miracle
City Auditor

"Gem of The Highlands"

"Gem of The Highlands"