

**NORTH RIDGEVILLE CITY COUNCIL
REGULAR MEETING MINUTES
MARCH 2, 2026**

CALL TO ORDER:

President Swenk called the Council meeting to order on Monday, March 2, 2026, at 7:00 p.m.

INVOCATION:

Led by President Swenk.

PLEDGE OF ALLEGIANCE:

Led by President Swenk.

ROLL CALL:

Present were Council members President Holly A. Swenk, Kathryn Rogerson, Robert Holub, Bruce F. Abens, Clifford Winkel, Paul Wolanski, and Cali Zingale.

Others Present: Mayor Kevin Corcoran, Finance Director April Wilkerson, Law Director Brian Moriarty, Clerk of Council Nicholas Ciofani, and Assistant Clerk of Council Fijabi Gallam.

City Engineer Christina Eavenson was excused.

MINUTES - Corrections (if any) and approval:

President Swenk asked if there were any corrections to the Regular City Council Meeting Minutes dated February 17, 2026. No discussion was offered. The meeting minutes stand approved as submitted.

President Swenk noted the following:

Parks and Recreation Commission Meeting Minutes dated January 28, 2026.

LOBBY:

President Swenk opened the lobby session. She asked that anyone who comes up to speak state their name and address for the record at the podium and have three minutes to discuss any topic of their choice.

There was no lobby session.

ADMINISTRATORS' REPORTS:

1. Mayor:

Mayor Corcoran reported the following:

- He discussed the following legislation that will need to be passed by emergency this evening.
 - Under First Readings: Resolution No. 2026-29—A Resolution authorizing the execution of then and now certificates by the City Fiscal Officer and the payment of amounts due for various purchase orders. Mayor Corcoran requested that City Council dispense with the second and third readings and add the emergency clause in order to make payment on an invoice from the 4th quarter 2025, which is critical to continuing dispatch services for the health, safety, and welfare of the community.
 - Under First Readings: Resolution No. 2026-30—A Resolution authorizing the Mayor to apply to the Ohio Department of Natural Resources for funding under the NatureWorks Grant Program. Mayor Corcoran requested that City Council dispense with the second and third readings and add the emergency clause to move forward with the grant application. The proposed project is a new pavilion at South Central Park.
 - Under First Readings: Ordinance No. 2026-32—An Ordinance amending Ordinance 2026-11 Exhibit B by adding the part-time position of Auxiliary Officer. Mayor Corcoran requested that City Council dispense with the second and third readings and add the emergency clause to move forward with the necessary hire. (The Eastern Lorain County Emergency Response Team (ELCERT)—formerly known as the regional SWAT units that serve the cities of North Ridgeville, Avon, and Avon Lake. ELCERT currently requires a certified tactical trainer to support its specialized training and operational needs. At the same time, the North Ridgeville Police Department has an immediate, but temporary need for a certified tactical trainer to support internal departmental training.

To efficiently meet both needs, the Administration proposes amending Ordinance 2026-11, Exhibit B, to create a paid part-time Auxiliary Officer position. This temporary, unclassified civil service role will report to the Chief

of Police and be structured to provide tactical training support to both ELCERT and the North Ridgeville Police Department. Creating this position ensures continuity of high-level tactical instruction, supports regional emergency response readiness, and allows the City to address its training needs without establishing a long-term or full-time position. This legislation authorizes the temporary Auxiliary Officer position for the remainder of the 2026 calendar year, with the role automatically expiring on December 31, 2026.)

- **GovWell:** Announced that the City officially launched the planning and zoning module of the City's new online services system, powered by GovWell. This is an important step forward in modernizing how the City does business and making the process more visible, accessible, and efficient for everyone involved. Contractor registration is already live in the system, and today's launch builds on that progress. Applicants can now track planning and zoning requests entirely online. That includes developers proposing new subdivisions or commercial and industrial projects, businesses planning building additions, exterior improvements, site upgrades, or a change of use, and residents applying for home occupation permits or variances to the BZBA. This rollout covers only planning and zoning applications. Building permits and inspections will move to the system in the near future. Until then, anyone with questions about building permits should continue to contact the Building Division directly.
- **Tree City USA:** The City has earned recognition as a Tree City USA community through the Arbor Day Foundation. As the community continues to grow, this recognition matters. Development and responsible environmental stewardship go hand in hand. Through thoughtful planning, required landscaping standards, and ongoing public tree maintenance, the City is committed to preserving canopy coverage, planting new trees, and maintaining the long-term health of green spaces within the community.
- **EV Charging Stations Now Available:** EV Charging Stations are now available at City Hall. Both the L2 (slower charger) and DCFC (fast charger) EV stations are fully operational and available for public use. They are located by the Bainbridge Road entrance to the Senior Center. Users must download the FLO app. Tesla owners can use the stations with an adapter.
- **Notice of Exam: Patrol Officer—**The City of North Ridgeville is now accepting applications for the position of Patrol Officer Step 1. Testing services are administered through the National Testing Network. The deadline to register and schedule an exam is March 31, 2026. Visit the city's website at nridgeville.gov.

- **Career Opportunities:** The City has several full-time and summer positions open. Opportunities are available in the Public Works Department, Planning & Development, Building and Engineering, and the Parks & Recreation Department, which has several internships and summer vacancies to fill. Visit the City's website at nridgeville.gov for more details and how to apply.
- **Kiwanis Soup Cook-Off:** The Kiwanis Club of North Ridgeville will host its inaugural Soup Cook-Off on Saturday, March 7, 2026, from 5:00 p.m. to 7:00 p.m. at Fields United Methodist Church. The Club will feature soup samples from community members, City Officials, service organizations, and local businesses. For more information, visit the Kiwanis website or see the promotional flyer on the City's website.

Moved by Mayor Corcoran and seconded by Winkel to appoint Paul Graupmann to the vacancy on the Civil Service Commission.

A voice vote was taken, and the motion carried.

Yes - 7 No - 0

Moved by Mayor Corcoran and seconded by Holub to appoint Margret Breckner to the vacant Parks and Recreation Commission position.

A voice vote was taken, and the motion carried.

Yes - 7 No - 0

Moved by Mayor Corcoran and seconded by Winkel to go into Executive session to conference with the public body's attorney concerning pending or imminent court action and specifically discussing public records suits that have been filed.

A roll call vote was taken, and the motion carried.

Yes - 7 No - 0

Adjourned into Executive Session at 7:09 p.m.
Reconvened into the Regular City Council meeting at 7:30 p.m.

Moved by Winkel and seconded by Holub to adjourn from Executive Session and return to the Regular City Council session.

A roll call vote was taken, and the motion carried.

Yes - 7 No - 0

Mayor Corcoran concluded his report.

2. Engineer:

No report.

3. Director of Finance:

Director April Wilkerson reported the following:

She stated that she had provided Council with a memorandum in advance of the meeting outlining the financial legislation under first readings. Resolution Number 2026-29 authorized the execution of then and now certificates. The legislation sought Council's approval for payment of an invoice due to the City of Westlake for Fire Department dispatch services for the fourth quarter of 2025. She noted that Council had already authorized this expenditure through the annual appropriations, and the payment was now due. She requested that Council consider adopting the legislation that evening with the emergency clause in order to ensure timely payment for the health, safety, and welfare of the community.

Director Wilkerson further reported that the 2025 annual audit was underway. The audit was conducted through the Ohio Auditor of State, which had selected Charles E. Harris & Associates to perform the audit work on its behalf. The auditors were scheduled to begin on-site review and testing later in the month.

Finance Director Wilkerson concluded her report.

4. Other Reports:

President Swenk noted the following:

January 2026 Parks and Recreation Division Report
January 2026 Police Department Report

COUNCIL COMMITTEE REPORT(S):

There were none.

CORRESPONDENCE:

There were none.

OLD BUSINESS:

There were none.

NEW BUSINESS:

Councilman Abens nominated James A. Schoch for appointment to the Board of Drainage and Flood Control. He noted that Mr. Schoch had lived in North Ridgeville for 35 years, previously residing in the Dorchester area and now living in the Ridgefield area. Councilman Abens stated that Mr. Schoch had experience with the City's flooding issues and would make a strong addition to the Board.

Moved by Abens and seconded by Swenk to appoint James A. Schoch to the Board of Drainage and Flood Control to fill one of the Ward 3 vacancies.

A voice vote was taken, and the motion carried.

Yes - 7 No - 0

RECESS:

Moved by Winkel and seconded by Zingale to dispense with recess.

A voice vote was taken, and the motion carried.

Yes - 7 No - 0

Ordinance and Resolution submittal(s)

FIRST READINGS:

Clerk of Council Nicholas Ciofani:

O 2026-27 An Ordinance amending Chapter 857 of the Codified Ordinances of the City of North Ridgeville, titled Mobile Food Vendors, by replacing it in its entirety with a new Chapter 857 titled Mobile Food Vehicles.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-27 referred to the Committee of the Whole meeting for further discussion.

Clerk of Council Nicholas Ciofani:

O 2026-28 An Ordinance authorizing the Mayor to enter into a contract with Gayle L Manning for the purchase of real property.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-28 moved to Second Reading.

Clerk of Council Nicholas Ciofani:

R 2026-29 A Resolution authorizing the execution of then and now certificates by the City Fiscal Officer and the payment of amounts due for various purchase orders.
(Introduced by Mayor Corcoran)

Moved by Winkel and seconded by Rogerson to dispense with the second and third readings for 2026-29.

A roll call vote was taken, and the motion carried.

Yes – 5 No – 2 (Zingale and Wolanski)

Moved by Swenk and seconded by Holub to add the emergency clause in order to provide the Department of Finance with the necessary financial resources.

A voice vote was taken on the emergency clause, and the motion was carried.

Yes – 7 No – 0

Councilman Wolanski stated that he was not opposed to voting on the matter but generally preferred not to vote on second and third readings. He noted that in certain circumstances involving financial obligations, he was comfortable proceeding and also voting for emergency clauses. He commented that he may have voted with everyone else and simply wanted to clarify the reason for the date discrepancy. He asked whether the issue occurred because the City paid quarterly into a fund, and whether someone in Westlake had received raises that caused the City’s payment to fall short.

Director Wilkerson explained that the invoice in question was for dispatch services provided by the City of Westlake, which billed the Fire Department quarterly. The fourth-quarter invoice was dated December 31, 2025. Although the 2026 budget had been approved at that time, it was not yet set up and could not be used until January 1, 2026. Under the Ohio Revised Code, when an invoice date precedes the purchase order date, a “Then and Now” certificate must be used to process the payment. She noted that the fiscal officer must sign all purchase orders to certify lawful appropriation and the availability of funds. Because the invoice predated the purchase order, a Then and Now certificate was required. She added that in 2022, Council approved legislation allowing the fiscal officer to approve amounts between \$3,000 and \$20,000, but any amount

over \$20,000 required Council approval. Since the invoice totaled \$119,630.96, Council approval was necessary.

Director Wilkerson confirmed that this situation occurred every year because the City was billed quarterly and the fourth-quarter invoice was always dated in the previous calendar year. She clarified that even if the Fire Department created a purchase order on January 1, it would not resolve the issue, because the invoice date would still precede the purchase order date.

Mayor Corcoran added that if the invoice were dated January 1 instead of December 31, the issue would not occur.

Councilman Winkel added that Council would see additional Then and Now certificates throughout the year for items exceeding \$20,000, and timely action was necessary to avoid late payments.

Director Wilkerson agreed and added that by the time the City recognized a Then and Now scenario, the invoice was already in hand and typically due, making payment important to maintain good relationships with vendors.

Councilwoman Zingale asked whether, given that this was a known, recurring expense, Finance could bring the matter to Council earlier, so that readings would not need to be dispensed.

Director Wilkerson responded that the Ohio Revised Code required the legislation to include the certification date, invoice date, and invoice amount. She stated that she could not prepare the legislation until the invoice had been received, which occurred on January 20, 2026.

Moved by Winkel and seconded by Abens to adopt 2026-29 with the emergency clause.

A roll call vote was taken on the adoption, with the emergency, and the motion carried for **Resolution Number 2026-29.**

Yes – 7

No – 0

Clerk of Council Nicholas Ciofani:

R 2026-30 A Resolution authorizing the Mayor to apply to the Ohio Department of Natural Resources for funding under the NatureWorks Grant Program.
(Introduced by Mayor Corcoran)

Moved by Mayor Corcoran and seconded by Winkel to dispense with the second and third readings for 2026-30.

A voice vote was taken, and the motion carried.

Yes – 6 No – 1 (Wolanski)

Moved by Mayor Corcoran and seconded by Winkel to add the emergency clause in order to meet the grant application deadline.

A voice vote was taken on the emergency clause, and the motion was carried.

Yes – 7 No – 0

Councilman Wolanski expressed concern regarding Section 2 of the legislation, which stated that the City of North Ridgeville agreed to obligate the funds necessary to satisfactorily complete the proposed project in order to become eligible for reimbursement under the NatureWorks program. He noted that the legislation also indicated the grant could cover up to 75 percent of the cost, meaning the funding could be 5 percent, and he wanted to ensure the City was not committing to constructing an unbudgeted \$180,000 pavilion without knowing whether grant funds would be received or in what amount.

Mayor Corcoran responded that the pavilion needed to be replaced regardless of whether the grant was awarded. He stated that the structure had sustained damage, and although a contractor had confirmed it remained temporarily safe, it still required replacement. He explained that the City had an opportunity to apply for grant funding to cover part of the cost. The question would be whether the City would pay the full amount or receive assistance through the grant.

Councilman Wolanski stated that he supported applying for the grant and did not want to hinder the process but reiterated his concern. He wanted to know if further discussions are needed.

Director Wilkerson confirmed that the matter would come back to Council. She explained that the current legislation was solely to authorize submission of the grant application. If the grant were awarded, a separate appropriation process would occur, requiring Council approval for the funding amount, whether it represented the full project cost or the remaining portion after the grant.

Moved by Mayor Corcoran and seconded by Winkel to adopt 2026-30 with the emergency clause.

A roll call vote was taken on the adoption, with the emergency, and the motion carried for
Resolution Number 2026-30.

Yes – 7 No – 0

Clerk of Council Nicholas Ciofani:

O 2026-31 An Ordinance authorizing the Mayor to advertise for bids and enter into a contract according to law and in the manner prescribed by law with the lowest and best bidder for the construction of a salt barn and all appurtenances thereto for the Public Works Department.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-31 moved to Second Reading.

Clerk of Council Nicholas Ciofani:

O 2026-32 An Ordinance amending Ordinance 2026-11 Exhibit B by adding the part-time position of Auxiliary Officer.
(Introduced by Mayor Corcoran)

Moved by Mayor Corcoran and seconded by Zingale to dispense with the second and third readings for 2026-32.

A voice vote was taken, and the motion carried.

Yes – 7 No – 0

Moved by Mayor Corcoran and seconded by Rogerson to add the emergency clause for the health, safety, and welfare of the community by getting this position filled in a time of need.

A voice vote was taken on the emergency clause, and the motion was carried.

Yes – 7 No – 0

Moved by Mayor Corcoran and seconded by Rogerson to adopt 2026-32 with the emergency clause.

Councilwoman Zingale noted that, although the Mayor had already addressed the matter, she did not view the legislation as new. She explained that Council had discussed the issue for a long time and that several members had met with the Police Department regarding it. She stated that she was comfortable moving forward. Councilwoman Zingale believed this issue was important and viewed

the legislation as simply incorporating necessary updates rather than introducing something new.

Mayor Corcoran explained that the position served a dual purpose. The Eastern Lorain County Emergency Response Team (ELSERT), which served the cities of North Ridgeville, Avon, and Avon Lake, required a certified tactical trainer to support its mission. At the same time, the North Ridgeville Police Department had an immediate but temporary need for a certified tactical trainer to support internal departmental training. The position would meet both needs, and it is a temporary role scheduled to expire on December 31, 2026.

A roll call vote was taken on the adoption, with the emergency, and the motion carried for **Ordinance Number 2026-32.**

Yes – 7

No – 0

SECOND READINGS:

Clerk of Council Nicholas Ciofani:

O 2026-14 An Ordinance authorizing the Mayor of the City of North Ridgeville, Ohio, to advertise for bids and negotiate contract(s) for a twelve-month period, according to law and in a manner prescribed by law, for the purchase of roadway materials to be used by the City of North Ridgeville, Ohio.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-14 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

O 2026-15 An Ordinance authorizing the Mayor of the City of North Ridgeville to advertise for bids and negotiate a contract according to law and in a manner prescribed by law for the rental of equipment and related services for road repair and maintenance to be used by the Public Works Department.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-15 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

O 2026-17 An Ordinance authorizing the Mayor to advertise for bids and enter into a contract according to law and in a manner prescribed by law with the lowest and best bidder for the 2026 Catch Basin Rehabilitation and other appurtenances.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-17 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

- O 2026-18 An Ordinance authorizing the Mayor to advertise for bids and enter into a contract according to law and in a manner prescribed by law with the lowest and best bidder for the 2026 Traffic Paint Striping and other appurtenances.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-18 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

- O 2026-19 An Ordinance authorizing the Mayor to advertise for bids and enter into a contract according to law and in a manner prescribed by law with the lowest and best bidder for the 2026 Full Depth Concrete Pavement Replacement and other appurtenances.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-19 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

- O 2026-21 An Ordinance amending Ordinance 2024-85, which authorized the Mayor of the City of North Ridgeville to advertise for bids and enter into a contract according to law and in a manner prescribed by law with the lowest and best bidder for the Sugar Ridge PRV Vault Replacement Project and other appurtenances.
(Introduced by Mayor Corcoran)

Ordinance Number 2026-21 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

- O 2026-24 An Ordinance authorizing the Mayor of the City of North Ridgeville to advertise for bids and enter into a contract(s) with outside vendor(s) for the purchase of a sewer camera van and appurtenances for the Public Works Department according to law and in a manner prescribed by law with the lowest and best bidder(s).
(Introduced by Mayor Corcoran)

Ordinance Number 2026-24 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

R 2026-25 A Resolution to approve, with modification, the application made by James W. and Loretta A. King to have certain land owned by them designated as being located within an Agricultural District by the office of the Lorain County Auditor.
(Introduced by Mayor Corcoran)

Resolution Number 2026-25 moved to Third Reading.

Clerk of Council Nicholas Ciofani:

R 2026-26 A Resolution to approve, with modification, the application made by Raymond W. and Sarah M. Wroblewski to have certain land owned by them designated as being located within an Agricultural District by the office of the Lorain County Auditor.
(Introduced by Mayor Corcoran)

Resolution Number 2026-26 moved to Third Reading.

THIRD READINGS:

There were none.

MEETING ANNOUNCEMENTS:

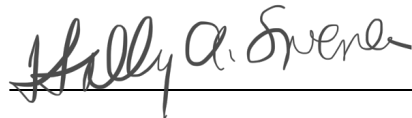
President Swenk noted the following:

1. The Building and Lands Committee Meeting will be held on Thursday, March 5, 2026, at 5:45 p.m., in Council Chambers.
2. The Committee of the Whole Meeting will be held on Thursday, March 5, 2026, at 7:00 p.m. in the Council Chambers.
3. The next Regular City Council meeting will be held on Monday, March 16, 2026, at 7:00 p.m. in Council Chambers.
4. The Regular City Council meeting will be held on Monday, April 6, 2026, at 7:00 p.m. in Council Chambers.
5. The Finance Committee Meeting will be held on Monday, April 27, 2026, at 6:00 p.m., in Council Chambers.

ADJOURNMENT:

President Swenk adjourned the meeting at 7:53 p.m.

Approval of minutes on March 16, 2026:



Holly A. Swenk
PRESIDENT OF COUNCIL



Nicholas Ciofani
CLERK OF COUNCIL