



VILLAGE OF NORTH BALTIMORE
Committee of the Whole - 1/6/26

January 06, 2026
5:30 PM

Minutes

I. Call to order

II. Pledge of Allegiance

Public Safety

Ms. Hefner stated that she was aware that there was no policy in place for the police department regarding the evaluation of serious incidents (such as shootings). She requested that a meeting be called to develop a policy.

Administrator Bender agreed and added that he was interested in getting feedback from the Chief of Police once someone has been hired in the position.

1. Peddlers and Solicitors

Administrator Bender presented a letter he had received from a resident regarding negative encounters with solicitors within the Village.

Mr. Cook stated that he and many other residents of Eagle Landing had comparable experiences with solicitors.

Administrator Bender responded to an inquiry from Ms. Hefner about the existing solicitation policy within the Village. He shared that solicitors were required to register with the administrative office and pay a fee. In turn, they receive a temporary permit. The length of the permit's validity is dependent upon which option solicitors apply for; options include 1-month, 3-month, 6-month, and 1 year permits.

Ms. Hefner and Mr. Sweat proposed issuing badges or stickers to permitted solicitors to help verify their identities to the public.

Administrator Bender stated that some municipalities, such as the city of Oregon, OH, have recently banned solicitation completely.

Mr. Cook stated that a complete ban could negatively impact school fundraisers.

Administrator Bender agreed and stated that school functions could be made exempt from a solicitation ban. He stated that the Village would not want to infringe upon political/free speech (such as political canvassing).

Public Works

Mr. Cook stated that the park shelter house closest to the sledding hill needed to be addressed. He suggested that quotes be obtained [for renovation or demolition].

Ms. Hefner stated that she was interested in taking action about goose harassment at the park. She added that she had provided information on this topic to Mayor Patterson and was awaiting his input.

Administrator Bender responded that he intended to speak more about goose harassment in February or March, along with the hiring of a new seasonal worker for park maintenance.

Mr. Engard discussed removing a light pole located near the base of the sledding hill for safety purposes.

Administrator Bender responded that he would investigate this issue further.

Public Utilities

1. RCAP Training for Principal Forgiveness eligibility

Administrator Bender stated that a minimum of 50% of Council Members must complete the online RCAP training for the Village to be eligible for principal forgiveness for the lead-service line replacement project.

Ms. Beaupry and Mr. Sweat committed to completing the training. Council requested Mr. Richmond complete the training.

Ms. Hefner asked if the flags near the township building indicated lead service lines.

Water Superintendent Roberts stated that these flags were likely placed by Frontier for a project.

Personnel, Policy and Ordinance Review

1. Event Policy

Mr. Engard stated that he did not approve of the requirement that applicants for event permits list the Village as “additionally insured” through a certificate of

liability insurance. He argued that this would be excessive for small events such as street closures for large resident parties (such as graduation parties).

Ms. Hefner stated that the event policy and insurance requirements were intended to protect the Village and taxpayer funds from lawsuits. She argued that events on Village property would increase liability and that the requirement was recommended by the Village's legal counsel.

Mr. Engard stated that the proposed event policy could be applied unevenly, leading to some events requiring permits and others not.

Administrator Bender stated that he would make modifications to the event policy to add more objective waiver requirements per Mr. Engard's concerns.

2. DORA Discussion

Council continued their deliberation over proper DORA procedures and requirements for cups. An in-depth discussion was held on whether a limitation on cup sizes was appropriate.

Administrator Bender listed several options for amendments to Ordinance 2025-18, which established the North Baltimore DORA. These included: language clarifying cup usage and size limitations, adding DORA violations to the list of general offenses, and mandating insurance requirements.

3. Purchasing Policy

Administrator Bender stated that the most recent edition of the purchasing policy was approved in 2022, under Ordinance 2022-10.

Currently, department heads are authorized to make purchases under \$5,000 under their own discretion. The current policy stipulates a limit for competitive bidding for projects.

There was discussion on how the policy spending limits might be amended. Administrator Bender stated he will work closely with the Village's legal counsel to prepare an updated policy for the review of Council.

III. Finance and Technology

Economic and Community Development

Council inquired about the status of America250 and the Village Anniversary, which had been presented to them by Ms. Pam Van Mooy in December 2025.

They requested Clerk of Council, Mr. Mason Davis check in with Ms. Van Mooy.

An Economic and Community Development Committee Meeting will take place on January 13, 2026, at 4:30 PM. At this time, Ms. Van Mooy will provide updates and take an official council photo for the North Baltimore Historical Society.

Administrator - Josh Bender

No additional remarks.

Fiscal Officer - Matt Clouse

Mr. Clouse stated that he is working to close the books for 2025.

He stated that the transition to new software for Mayor's Court is ongoing.

IV. Adjournment

Ms. Hefner adjourned the meeting.