



**VILLAGE OF NORTH BALTIMORE  
Special Council Meeting - (4/7/26)**

April 07, 2026  
4:00 PM Meeting

**Agenda**

**I. Pledge of Allegiance**

**II. Roll Call**

Mayor Aaron Patterson\_\_\_\_, Ms. Beaupry\_\_\_\_, Ms. Hefner \_\_\_\_, Mr. Richmond \_\_\_\_, Mr. Engard\_\_\_\_, Mr. Bosak\_\_\_\_, Mr. Sweat \_\_\_\_

Mr/s\_\_\_\_\_ made a motion to excuse Mr/s\_\_\_\_\_, Seconded by Mr/s\_\_\_\_\_.All approved

**III. Police Chief**

1. K-9 Vehicle and Officer
2. Patrol Vehicles
3. Radio Update

**IV. Executive Session:** To consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official under ORC 121.22(G)(1), with potential action to follow

Possible Action: Hiring of Police Officers

**V. New Legislation**

- 1.** RESOLUTION NO. 08 – 2026: A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WOOD COUNTY EMERGENCY MANAGEMENT AGENCY FOR EMERGENCY MANAGEMENT SERVICES AND AUTHORIZING PAYMENT

2. ORDINANCE NO. 2026 – 09: AN ORDINANCE AMENDING SECTION 901.13 AND ENACTING SECTION 901.15 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF NORTH BALTIMORE, OHIO ESTABLISHING SIDEWALK CONSTRUCTION STANDARDS

**VI. Second Reading of Ordinances and Resolutions**

1. RESOLUTION NO. 05 – 2026: A RESOLUTION AUTHORIZING THE DISPOSITION AND TRANSFER OF OBSOLETE VILLAGE PERSONAL PROPERTY NOT NEEDED FOR PUBLIC USE TO THE NORTH BALTIMORE LOCAL SCHOOL DISTRICT PURSUANT TO ORC 721.15
2. RESOLUTION NO. 07 – 2026: A RESOLUTION ADOPTING A CYBERSECURITY PROGRAM FOR THE VILLAGE OF NORTH BALTIMORE, OHIO IN COMPLIANCE WITH ORC 9.64
3. ORDINANCE NO. 2026 – 05: AN ORDINANCE GRANTING A FRANCHISE TO OHIO POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, TO CONSTRUCT, MAINTAIN, AND OPERATE ELECTRIC TRANSMISSION AND DISTRIBUTION FACILITIES WITHIN THE STREETS AND PUBLIC PLACES OF THE VILLAGE OF NORTH BALTIMORE, OHIO
4. ORDINANCE NO. 2026 – 07: AN ORDINANCE APPROVING THE 2026 NORTH BALTIMORE SCHOOL TRAVEL PLAN; AUTHORIZING AND RATIFYING THE SUBMISSION OF A SAFE ROUTES TO SCHOOL GRANT APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION; AUTHORIZING EXECUTION OF NECESSARY AGREEMENTS
5. ORDINANCE NO. 2026 – 08: AN ORDINANCE VACATING A PORTION OF AN UNIMPROVED ALLEY RIGHT-OF-WAY LOCATED WEST OF 105 N THIRD STREET IN THE VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO, AND COMBINING THE VACATED AREA WITH PARCEL F23-310-350103005000 OWNED BY SEILER SUSAN L

**VII. Third Reading of Ordinances and Resolutions**

1. RESOLUTION NO. 04 – 2026: A RESOLUTION CLARIFYING THAT VACATION LEAVE UNDER SECTION 5.03 OF THE VILLAGE PERSONNEL POLICY AND PROCEDURE MANUAL APPLIES ONLY TO FULL-TIME EMPLOYEES AND FORMALLY DISCONTINUING VACATION ACCRUAL FOR PART-TIME EMPLOYEES
2. ORDINANCE NO. 2026 – 02: AN ORDINANCE AMENDING ORDINANCE 2025-18 TO ADD INSURANCE REQUIREMENTS FOR DESIGNATED OUTDOOR REFRESHMENT AREA ESTABLISHMENTS AND TO ENACT SECTION 529.071 OF THE CODIFIED ORDINANCES

(Councilmember Hefner requested the vote be tabled until the May 12, 2026 meeting)

**VIII. Adjournment**

Second Reading:

Third Reading:

Effective Date:

**VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO**

**RESOLUTION NO. 08 – 2026**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH THE WOOD COUNTY EMERGENCY MANAGEMENT AGENCY FOR EMERGENCY MANAGEMENT SERVICES AND AUTHORIZING PAYMENT**

WHEREAS, the Village of North Baltimore is required to maintain emergency management capabilities pursuant to ORC 5502.26 through 5502.271; and

WHEREAS, the Village desires to contract with the Wood County Emergency Management Agency for emergency management services for the period January 1, 2026 through December 31, 2027; and

WHEREAS, the cost of said services is \$1,852.95 annually for 2026 and 2027 as set forth in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of North Baltimore, Wood County, Ohio, that:

Section 1. The Mayor is authorized to execute the Agreement attached hereto as Exhibit A with the Wood County Emergency Management Agency.

Section 2. Council authorizes payment of \$1,852.95 per year for 2026 and 2027 for emergency management services in accordance with the Agreement.

Section 3. The Fiscal Officer is authorized to certify funds and process payment consistent with the Agreement.

Section 4. It is hereby found and determined that all formal actions of this Council concerning this Resolution were adopted in an open meeting in compliance with ORC 121.22.

Vote On Resolution: Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_

The motion to adopt the foregoing Resolution was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council

**FINANCIAL OFFICER CERTIFICATE**

**State of Ohio, County of Wood**

**I certify that the amount of \$3,705.90 required to meet the obligation of the Village under Resolution No. 08 -2026 has been lawfully appropriated and is in the treasury or in the process of collection to the credit of the proper fund, free from any previous encumbrances. This amount represents payment of \$1,852.95 annually for 2026 and 2027 for emergency management services.**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Matthew Clouse**  
**Fiscal Officer**  
**Village of North Baltimore, Wood County, Ohio**

VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO

ORDINANCE NO. 2026 – 09

**AN ORDINANCE AMENDING SECTION 901.13 AND ENACTING SECTION 901.15 OF THE CODIFIED ORDINANCES OF THE VILLAGE OF NORTH BALTIMORE, OHIO ESTABLISHING SIDEWALK CONSTRUCTION STANDARDS**

WHEREAS, sidewalks are a critical component of the Village’s public infrastructure and pedestrian safety network; and

WHEREAS, Chapter 901 of the Codified Ordinances authorizes the Village to construct, repair, and replace sidewalks within the Village; and

WHEREAS, the Codified Ordinances currently do not establish uniform construction standards for sidewalks; and

WHEREAS, establishing clear sidewalk construction standards will promote consistency, safety, and durability of pedestrian infrastructure throughout the Village;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of North Baltimore, Wood County, Ohio:

SECTION 1. Section 901.13 of the Codified Ordinances of the Village of North Baltimore is hereby amended to read as follows:

**901.13 Sidewalk Construction and Maintenance**

(a) Authority and Oversight. The Village Administrator or their designee shall administer and supervise the construction, maintenance, repair, replacement, and reconstruction of sidewalks within the Village.

(b) Construction Standards. All sidewalk construction, repair, replacement, or reconstruction performed within the Village shall comply with the standards established in Section 901.15 and any additional engineering specifications approved by the Village Administrator or their designee.

(c) Sidewalks Outside the Right-of-Way. The Village may construct, maintain, repair, replace, or reconstruct sidewalks located outside the public right-of-way when such work is necessary for pedestrian safety, accessibility, or to connect existing pedestrian infrastructure.

(d) Property Owner Notification. When the Village performs sidewalk work outside the public right-of-way, the Village Administrator or their designee shall notify abutting property owners at least thirty days prior to commencement of the work. The notice shall include a description of the work to be performed and an explanation of the Village’s authority to perform the work.

(e) Cost Assessment. The Village may assess the costs of sidewalk construction, repair, or replacement against abutting property owners as permitted by ORC and other applicable law.

(f) Funding. Costs associated with sidewalk construction, maintenance, repair, replacement, or reconstruction may be paid from the Village general fund, grant funding, special assessments, or other funds authorized by Council.

(g) Easements for Sidewalk Construction. When sidewalks are constructed on private property outside the public right-of-way, the Village shall obtain an easement, agreement, or other legal authorization from the property owner as required by law.

**SECTION 2. Chapter 901 of the Codified Ordinances of the Village of North Baltimore is hereby amended by creating new Section 901.15 which shall read as follows:**

**901.15 Sidewalk Construction Standards**

**(a) Minimum Width.** Sidewalks constructed, reconstructed, or replaced within the Village shall have a minimum clear width of five feet unless otherwise required by the subdivision regulations of the Village.

**(b) Reduced Width Approval.** A sidewalk width of four feet may be permitted where necessary to connect to an existing four-foot sidewalk or where site conditions make a five-foot sidewalk impractical, provided the Village Administrator or their designee determines that the reduced width is appropriate.

**(c) Clear Pedestrian Path.** The required sidewalk width shall remain unobstructed. Utility poles, fire hydrants, signs, or other structures shall not be placed within the required clear pedestrian path unless no reasonable alternative exists and the Village Administrator or their designee determines the placement is acceptable.

**(d) Concrete Thickness.**

- (1) Standard sidewalks shall have a minimum concrete thickness of four inches.**
- (2) Sidewalks at driveway approaches shall have a minimum concrete thickness of six inches.**
- (3) Sidewalks crossing alleys or other areas subject to regular vehicular traffic shall have a minimum concrete thickness of six inches.**

**(e) Base.** All sidewalks shall be constructed on a minimum four-inch compacted aggregate base or other base material approved by the Village Administrator or their designee.

**(f) Slope and Accessibility.** Sidewalks shall be constructed to maintain proper drainage and accessibility. Cross slope shall not exceed two percent unless otherwise approved by the Village Administrator or their designee due to site conditions.

**(g) Additional Specifications.** The Village Administrator or their designee may establish or approve additional engineering specifications relating to materials, installation methods, drainage, or other construction requirements when necessary to ensure durability, safety, and compliance with applicable accessibility standards.

**SECTION 3. All other provisions of Chapter 901 not inconsistent herewith shall remain in full force and effect.**

**SECTION 4. This Council finds and determines that all formal actions concerning and relating to the adoption of this ordinance were adopted in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in such formal action were in meetings open to the public in compliance with ORC 121.22.**

**SECTION 5. This ordinance shall take effect and be in force at the earliest time permitted by law.**

The motion to adopt the foregoing ordinance was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

**PASSED** by the Council of the Village of North Baltimore, Ohio, this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council

First Reading: March 10, 20 Item 1.  
Second Reading: April 7, 2026  
Third Reading: April 14, 2026  
Effective Date: May 14, 2026

**VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO**

**RESOLUTION NO. 05 – 2026**

**A RESOLUTION AUTHORIZING THE DISPOSITION AND TRANSFER OF OBSOLETE VILLAGE PERSONAL PROPERTY NOT NEEDED FOR PUBLIC USE TO THE NORTH BALTIMORE LOCAL SCHOOL DISTRICT PURSUANT TO ORC 721.15**

**WHEREAS, the Village of North Baltimore is a statutory village located in Wood County, Ohio; and**

**WHEREAS, ORC 721.15 authorizes a legislative authority to dispose of personal property not needed for public use and, if such property is determined to have no monetary value, to dispose of the same without competitive bidding; and**

**WHEREAS, Council has reviewed the condition, age, and estimated resale value of certain disc golf course equipment owned by the Village and determines that such property has no reasonable market value; and**

**WHEREAS, Council finds that said property is obsolete for Village purposes, is not needed for public use, and has no monetary value to the Village.**

**NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of North Baltimore, Wood County, Ohio, that:**

**Section 1. The following personal property owned by the Village and formerly installed at Memorial Park is hereby declared obsolete, not needed for public use, and of no monetary value pursuant to ORC 721.15: eight (8) disc golf baskets, seven (7) tee signs, and related mounting hardware.**

**Section 2. The Village Administrator is authorized to dispose of said property without competitive bidding and transfer the same to the North Baltimore Local School District at no cost.**

**Section 3. The property shall be transferred in its present condition, as-is, and the Village shall have no continuing maintenance, repair, or operational responsibility following the transfer.**

**Section 4. It is hereby found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were adopted in an open meeting of this Council and that all deliberations of this Council and of any committees that resulted in such formal action were conducted in meetings open to the public in compliance with ORC 121.22.**

**Vote On Resolution: Yeas\_\_\_\_\_ Nays\_\_\_\_\_ Abstentions\_\_\_\_\_**

**The motion to adopt the foregoing Resolution was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.**

**Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_  
**Dee Hefner, President of Council**

\_\_\_\_\_  
**Aaron Patterson, Mayor**

**Attest:**

\_\_\_\_\_  
**Mason Davis, Clerk of Council**

First Reading: March 10, 2026 Item 2.  
Second Reading: April 7, 2026  
Third Reading: April 14, 2026  
Effective Date: May 14, 2026

**VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO**

**RESOLUTION NO. 07 – 2026**

**A RESOLUTION ADOPTING A CYBERSECURITY PROGRAM FOR THE VILLAGE OF NORTH BALTIMORE, OHIO IN COMPLIANCE WITH ORC 9.64**

**WHEREAS, ORC 9.64 requires each political subdivision to establish and maintain a cybersecurity program to safeguard its data, information technology, and information technology resources; and**

**WHEREAS, the Village of North Baltimore utilizes information technology systems necessary for the operation of Village services and the protection of Village records; and**

**WHEREAS, Council desires to adopt a cybersecurity program and ensure compliance with ORC 9.64.**

**NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of North Baltimore, Wood County, Ohio:**

**SECTION 1. The Village of North Baltimore hereby adopts a Cybersecurity Program in compliance with ORC 9.64.**

**SECTION 2. The Cybersecurity Program shall include policies and procedures addressing cybersecurity risk management, detection of cybersecurity incidents, incident response and recovery, and cybersecurity awareness training for Village personnel.**

**SECTION 3. The Village Administrator is authorized to implement and maintain the Village’s cybersecurity policies, procedures, and program as required by ORC 9.64.**

**SECTION 4. Cybersecurity policies and operational security procedures maintained as part of the Cybersecurity Program may constitute security records or infrastructure records under ORC 149.433 and may be withheld from public disclosure as permitted by law.**

**SECTION 5. The Cybersecurity Program shall include standards for the sanitation and secure disposal of information technology equipment and media containing Village data. Prior to disposal, transfer, or reuse, any electronic device or storage media containing Village information shall have all data securely wiped, destroyed, or otherwise rendered unrecoverable in accordance with Village cybersecurity policies.**

**SECTION 6. This Resolution shall take effect and be in force at the earliest time permitted by law.**

**Vote On Resolution: Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions \_\_\_\_\_**

**The motion to adopt the foregoing Resolution was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.**

**Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.**

\_\_\_\_\_  
**Dee Hefner, President of Council**

\_\_\_\_\_  
**Aaron Patterson, Mayor**

**Attest:**

\_\_\_\_\_  
**Mason Davis, Clerk of Council**

VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO

ORDINANCE NO. 2026 – 05

**AN ORDINANCE GRANTING A FRANCHISE TO OHIO POWER COMPANY, ITS SUCCESSORS AND ASSIGNS, TO CONSTRUCT, MAINTAIN, AND OPERATE ELECTRIC TRANSMISSION AND DISTRIBUTION FACILITIES WITHIN THE STREETS AND PUBLIC PLACES OF THE VILLAGE OF NORTH BALTIMORE, OHIO**

Whereas, Ohio Power Company has requested the renewal and continuation of its franchise to use the streets, thoroughfares, alleys, bridges, and public places of the Village of North Baltimore for the transmission and distribution of electric energy; and

Whereas, the Council finds that the continued provision of reliable electric service to the Village and its inhabitants is necessary for the public health, safety, and welfare; and

Whereas, Council desires to grant a nonexclusive franchise subject to the terms and conditions set forth herein;

Now, therefore, be it ordained by the Council of the Village of North Baltimore, Ohio:

**Section 1.** Ohio Power Company, its successors, and assigns (hereinafter called “Grantee”) are hereby granted the right, privilege, franchise, and authority to acquire, construct, maintain, and operate in, above, under, across, and along the streets, thoroughfares, alleys, bridges, and public places (as the same now exist or may hereafter be laid out) of the Village of North Baltimore, Ohio, lines for the transmission and distribution of electric energy, either by means of overhead or underground conductors, together with all necessary or desirable appurtenant equipment, to render public utility service in said Village and to the inhabitants thereof by supplying electric energy to said Village and the inhabitants thereof, and persons or corporations beyond the limits thereof for light, heat, power, or any other purposes or purpose for which electric energy is now or may hereafter be used, and the transmission and distribution of the same within, through, or across said Village of North Baltimore, Ohio.

**Section 2.** Said lines and appurtenant equipment shall be constructed in a manner that shall not unreasonably interfere with the traveling public in its use of the streets, thoroughfares, alleys, bridges, and public places.

**Section 3.** The rights, privileges, and franchise hereby granted shall be in force and effect for an initial term of twenty-five (25) years from the date of the passage of this Ordinance. Thereafter this franchise shall continue for successive one-year terms, unless either party hereto provides written notice of its intention not to renew at least one year prior to the term expiration. The rights, privileges, and franchise hereby granted shall not be construed to be exclusive and the Council of the Village of North Baltimore hereby reserves the power to grant similar rights, privileges, and franchises to any other person or persons, firm or firms, corporation or corporations.

**Section 4.** Said Grantee shall save the Village harmless from any and all liability arising in any way from Grantee’s negligence in the erection, maintenance, or operation of said lines for the distribution and transmission of electric energy, except to the extent such liability arises out of the contributory negligence or willful misconduct of the Village.

**Section 5.** Whenever said Grantee shall begin the erection or installation of any lines or equipment, it shall promptly and diligently prosecute the work to completion and leave the streets, thoroughfares, alleys, bridges, and public places where such work is done in as good condition of repair as before such work was commenced.

**Section 6.** Wherever in this Ordinance, reference is made to the Village or the Grantee, it shall be deemed to include the respective successors or assigns of either; and all rights,

privileges, franchises, and obligations herein contained by or on behalf of said Village, or by or on behalf of said Grantee, shall be binding upon, and inure to the benefit of the respective successors or assigns of said Village, or of said Grantee, whether so expressed or not.

**Section 7.** The Village Administrator is hereby authorized and directed to execute on behalf of the Village any franchise agreement, acceptance document, or other instruments necessary to carry out the intent and purpose of this Ordinance, consistent with the terms set forth herein.

**Section 8.** This Ordinance shall be accepted by the Grantee within sixty (60) days from the date of the passage of same.

The motion to adopt the foregoing ordinance was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

**PASSED** by the Council of the Village of North Baltimore, Ohio, this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council

First Reading: March 10, 2026  
Second Reading: April 7, 2026  
Third Reading:  
Effective Date:

Item 4.

VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO

ORDINANCE NO. 2026 – 07

**AN ORDINANCE APPROVING THE 2026 NORTH BALTIMORE SCHOOL TRAVEL PLAN; AUTHORIZING AND RATIFYING THE SUBMISSION OF A SAFE ROUTES TO SCHOOL GRANT APPLICATION TO THE OHIO DEPARTMENT OF TRANSPORTATION; AUTHORIZING EXECUTION OF NECESSARY AGREEMENTS**

**WHEREAS, the North Baltimore School Travel Plan has been approved by the Ohio Department of Transportation; and**

**WHEREAS, Local Public Agencies (LPAs) can apply for SRTS funds and be selected for funding by the State of Ohio, Department of Transportation; and**

**WHEREAS, the construction of sidewalk improvements on Gillette Street, Chicago Avenue, and Wabash Avenue is eligible for such funding.**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO:**

**SECTION 1. Council hereby approves the North Baltimore School Travel Plan and authorizes and ratifies the submission of a Safe Routes to School (SRTS) grant application for the above-described Project. The Village Administrator or their designee is authorized to prepare, execute, and submit all documents necessary in connection with the application.**

**SECTION 2. The total estimated cost of the Project is \$352,000.00. If awarded SRTS funds, the Village agrees to provide all required local funding, including one hundred percent (100%) of construction costs in excess of the maximum amount provided by the Ohio Department of Transportation, and authorizes the Village Administrator or their designee to enter into all agreements necessary to complete the Project, subject to appropriation of funds by Council.**

**SECTION 3. Upon completion of the Project, and unless otherwise agreed, the Village shall provide adequate maintenance for the Project in accordance with all applicable state and federal law, including 23 USC 116; shall provide necessary financial provisions for such maintenance; shall maintain the right-of-way free of obstructions; and shall hold the right-of-way inviolate for public highway purposes.**

**SECTION 4. If the application is approved for SRTS funds, the Village Administrator or their designee is authorized to enter into a contract with the Director of the Ohio Department of Transportation necessary to complete the above-described Project.**

The motion to adopt the foregoing Ordinance was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

Vote on Measure: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions

ADOPTED AND EFFECTIVE this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council

VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO

ORDINANCE NO. 2026 – 08

**AN ORDINANCE VACATING A PORTION OF AN UNIMPROVED ALLEY RIGHT-OF-WAY LOCATED WEST OF 105 N THIRD STREET IN THE VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO, AND COMBINING THE VACATED AREA WITH PARCEL F23-310-350103005000 OWNED BY SEILER SUSAN L**

**WHEREAS, a portion of an unimproved alley right-of-way located within the Village of North Baltimore is not needed for any public purpose; and**

**WHEREAS, the Village received a petition requesting vacation of the subject portion of unimproved alley right-of-way, said petition being attached hereto as Exhibit A; and**

**WHEREAS, notice of the proposed vacation was provided in accordance with ORC 723.07 by posting said notice in three public places in the Village of North Baltimore for six consecutive weeks preceding Council’s action on the petition; and**

**WHEREAS, Council is satisfied that there is good cause for such vacation and that vacating the unimproved alley right-of-way will not be detrimental to the general interests of the Village;**

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO:**

**SECTION 1. Council hereby finds that:**

**There is good cause to vacate the described portion of the unimproved alley right-of-way.**

**Said vacation is not detrimental to the general interests of the Village.**

**Vacating the right-of-way serves the public interest and benefits the adjacent property owner.**

**Given the unimproved condition of the right-of-way, its limited public value, and the absence of any impact to public access or utilities, the Village Council has determined that Planning Commission review is unnecessary for this specific vacation.**

**SECTION 2. The following described portion of an unimproved alley right-of-way situated within the Village of North Baltimore, Wood County, Ohio, is hereby vacated:**

**Situated in the Village of North Baltimore, Wood County, Ohio, this parcel consists of approximately 1,387 square feet of an unimproved alley right-of-way located immediately west of the property located at 105 N Third Street, Parcel No. F23-310-350103005000, owned by SEILER SUSAN L. The specific portion of the alley right-of-way to be vacated is shown and identified on the map attached hereto as Exhibit A, which is incorporated herein by reference.**

**SECTION 3. The vacated right-of-way shall vest in fee simple to the adjacent property owner in accordance with ORC 723.041. Any existing public utility, drainage, or access easements located within the vacated portion shall remain in full force and effect. The Village of North Baltimore and any public utility providers shall retain all rights necessary to access, operate, maintain, repair, or replace any existing facilities within such easements.**

**SECTION 4. The petitioner shall record a certified copy of this Ordinance, along with Exhibit A (petition), in the official records of the Wood County Recorder’s Office and provide notice to the Wood County Auditor and applicable public utilities.**

**SECTION 5.** It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of Council, and that all deliberations of the Council and any of its committees or decision-making bodies were conducted in compliance with applicable Ohio law.

**SECTION 6.** The vacated land shall be combined with the following parcel:

**SEILER SUSAN L.**  
Owner of Parcel No. F23-310-350103005000  
105 N Third Street  
Village of North Baltimore, Ohio

**SECTION 7.** This Ordinance shall take effect and be in full force from and after the earliest period allowed by law.

**SECTION 8.** All expenses related to the vacation, including recording costs, shall be borne by the petitioner.

The motion to adopt the foregoing Ordinance was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

Vote on Measure: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council

Exhibit A



VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO

RESOLUTION NO. 04 – 2026

**A RESOLUTION CLARIFYING THAT VACATION LEAVE UNDER SECTION 5.03 OF THE VILLAGE PERSONNEL POLICY AND PROCEDURE MANUAL APPLIES ONLY TO FULL-TIME EMPLOYEES AND FORMALLY DISCONTINUING VACATION ACCRUAL FOR PART-TIME EMPLOYEES**

WHEREAS, Section 5.03 of the Village of North Baltimore Personnel Policy and Procedure Manual provides that all full-time employees are entitled to paid vacation leave after completion of one (1) year of service with the Village; and

WHEREAS, the section contains no language authorizing vacation accrual or eligibility for part-time, temporary, intermittent, or seasonal employees; and

WHEREAS, the Village has historically allowed certain part-time employees, including EMS personnel, to accrue vacation leave contrary to the written policy; and

WHEREAS, it is necessary to formally discontinue this past practice, provide notice to affected employees, and reaffirm the Village’s adherence to the written policy to ensure consistency and proper use of public funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of North Baltimore, Wood County, Ohio, that:

**SECTION 1.** Council hereby reaffirms that vacation leave eligibility under Section 5.03 of the Village Personnel Policy and Procedure Manual applies exclusively to full-time employees. Part-time, temporary, intermittent, and seasonal employees are not eligible to accrue or receive paid vacation leave.

**SECTION 2.** Upon adoption of this Resolution, the Village Administrator shall provide written notice to all affected part-time employees that vacation accrual eligibility is discontinued. Beginning on the effective date of this Resolution, no further vacation leave shall accrue for any part-time employee.

**SECTION 3.** All previously accrued and unused vacation leave balances for part-time employees shall be paid out in full in a lump-sum payment on or after the effective date of this Resolution. Upon payout, such balances shall be reduced to zero.

**SECTION 4.** The Fiscal Officer is directed to make any necessary payroll and benefit record adjustments to implement this Resolution, including processing the payout of accrued vacation balances in accordance with Section 3.

The motion to adopt the foregoing Resolution was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

Vote on Measure: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council

**FISCAL OFFICER CERTIFICATE**

**State of Ohio, County of Wood**

**It is hereby certified that the amount required to meet the obligation in the foregoing Resolution No. 04 - 2026 has been lawfully appropriated and is in the Treasury, or in the process of collection to the credit of the proper fund, free from any previous encumbrances.**

**Date:** \_\_\_\_\_

\_\_\_\_\_  
**Matthew Clouse  
Fiscal Officer  
Village of North Baltimore, Wood County, Ohio**

First Reading: January 13, 2026  
Second Reading: February 10, 2026  
Tabled: March 10, 2026  
Tabled: April 7, 2026  
Third Reading: May 12, 2026  
Effective Date: June 11, 2026

Item 2.

VILLAGE OF NORTH BALTIMORE, WOOD COUNTY, OHIO

ORDINANCE NO. 2026 – 02

**AN ORDINANCE AMENDING ORDINANCE 2025-18 TO ADD INSURANCE REQUIREMENTS FOR DESIGNATED OUTDOOR REFRESHMENT AREA ESTABLISHMENTS AND TO ENACT SECTION 529.071 OF THE CODIFIED ORDINANCES**

WHEREAS, the Council of the Village of North Baltimore adopted Ordinance 2025-18 establishing a Designated Outdoor Refreshment Area pursuant to ORC 4301.82; and

WHEREAS, the Village has reviewed the operational and enforcement needs of the Designated Outdoor Refreshment Area and determined that additional regulations are necessary to ensure public safety, liability protection, and consistent administration; and

WHEREAS, Council further finds it necessary to add a corresponding offense provision within the Codified Ordinances to provide a clear penalty for violations of DORA rules;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of North Baltimore, Wood County, Ohio, that:

Section 1. Ordinance 2025-18 is amended to add the following requirement applicable to all participating DORA establishments:

Each establishment authorized to sell alcoholic beverages for consumption within the Designated Outdoor Refreshment Area shall maintain commercial general liability insurance and liquor liability insurance in effect at all times while participating in the DORA. Such policies shall name the Village of North Baltimore, its officers, employees, and agents as additional insureds. Proof of such coverage shall be submitted to the Village Administrator upon initial participation, annually thereafter, and upon request. No establishment may participate in or sell alcoholic beverages for DORA consumption unless current proof of the required coverage is on file with the Village.

Section 2. New Section 529.071 of the Codified Ordinances of the Village of North Baltimore is hereby enacted to read as follows:

529.071 Designated Outdoor Refreshment Area; prohibited conduct.

(a) No person or establishment shall possess, sell, serve, consume, or otherwise distribute any beer, wine, or intoxicating liquor within the Designated Outdoor Refreshment Area in violation of any ordinance, requirement, or rule adopted by the Village of North Baltimore governing the Designated Outdoor Refreshment Area established under ORC 4301.82.

(b) Whoever violates this section is guilty of a misdemeanor of the fourth degree.

Section 3. All other provisions of Ordinance 2025-18 shall remain in full force and effect.

Section 4. This ordinance shall take effect at the earliest period allowed by law.

The motion to adopt the foregoing ordinance was moved by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_.

Vote on Measure: \_\_\_\_\_ Yeas \_\_\_\_\_ Nays \_\_\_\_\_ Abstentions

PASSED by the Council of the Village of North Baltimore, Wood County, Ohio, this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Dee Hefner, President of Council

\_\_\_\_\_  
Aaron Patterson, Mayor

Attest:

\_\_\_\_\_  
Mason Davis, Clerk of Council