



Village of North Baltimore

205 North Main Street, North Baltimore, OH 45872 | Phone: (419) 257-2394 | Fax: (419) 257-2457 | www.northbaltimore.gov

Village Administrator Amended Report for Tuesday, August 11, 2026

Submitted Thursday, August 6, 2026

1. E. Broadway Sidewalk Project (\$1,937,900 – No Local Match; project completion is anticipated in 2030). Project funds have been encumbered. I am working with American Structurepoint to provide notifications to affected residents and schedule a site walk next week.
2. Surface Transportation Block Grant (STBG) – S. Main Street Improvements
The application will be submitted August 7. The proposed project includes improvements to S. Main Street from south of the railroad tracks to SR 18. Improvements will include roadway resurfacing, lighting, ADA accessibility improvements, sidewalk improvements, and pedestrian safety enhancements. Design costs to the Village are estimated at approximately 283,620.00.
3. SR 18 Multi-Use Path and Poe Road Sidewalk Project (Programmed for State Fiscal Year 2030)
Resolution No. 15-2026 will be tabled until the Village can finalize its Master Professional Services Agreement. Emergency Resolution No. 15-2026 would authorize the Village Administrator to execute Kleinfelder's Professional Engineering Services Proposal in the amount of \$101,600 for project design.
4. OPWC N. Main Street
With assistance from Kleinfelder, I am working on an OPWC application for roadway and sidewalk improvements on N. Main Street from Walnut Street to Cherry Street. Resolution No. 27-2026 will authorize submission of the application and is scheduled for first reading today. If the project is awarded funding, the Village will be responsible for design costs, which are estimated at \$124,800. Construction could begin as early as July 2027 but will likely be in 2028.

For N. Main Street from Cherry Street to Quarry Road, the Village plans to pursue ODOT safety and/or Safe Routes to School funding for sidewalk improvements and include roadway improvements in a 2027 OPWC application.
5. Stormwater Projects (Park and Reservoir)
With assistance from GLCAP, I am working on an OPWC application for the Village Park and Reservoir stormwater projects. Resolution No. 24-2026 will authorize submission of the application and is scheduled for first reading today. Cindy is recommending that the Village contribute approximately \$60,000 toward the projects to improve the likelihood of receiving a funding package consisting of a 50% grant and a 50% zero-interest loan. Design for both projects was completed last year. Construction could begin as early as July 2027 but will likely be in 2028.

A nomination will also be submitted for Ohio EPA Water Pollution Control Loan Fund funding. Under that funding option, construction could begin as early as January 2027. At this time, OPWC appears to be the better opportunity if the Village is given a choice between the two funding sources.

6. Lead Service Line Replacement Project
Construction is planned to begin in mid-September 2026.
7. Combined Sewer Overflow (CSO) Structure Modification Project
The project has been completed, and the work is satisfactory.
8. Code Enforcement Software
I signed a quote with GoGov for its Code Enforcement Case Management software at an annual cost of \$5,400. Implementation is expected to take approximately three weeks.
9. Catch Basins
I signed a quote totaling \$16,078 with B Hillz Excavating for work on two older brick catch basins. The catch basins are located at the southeast corner of E. Water Street and East Street and the northeast corner of W. Cherry Street and N. Second Street. The work is expected to be completed in mid-September.
10. E. Walnut Street Sidewalk
I signed a quote totaling \$36,403 with Cranberry Creek Construction for sidewalk improvements along E. Walnut Street from N. Tarr Street to Rhodes Avenue.
11. Railroad Quiet Zone and Grade Separation
The project is currently paused. American StructurePoint will likely be the consulting firm the Village works with if the project moves forward.
12. Public Works Building
I have requested a revised proposal from Garmann Miller to be our criteria architect.
13. Lexipol
April and I continue to work with our assigned Lexipol representative to complete the Personnel Policies and Procedures Manual this fall. I anticipate Council conducting a thorough review of the manual and extending its consideration beyond the standard three-reading process prior to adoption.
14. Master Professional Services Agreement
EXHIBIT A Resolution 23-2026 Professional Services Agreement.
I am working on a revised Purchase Policy that includes this agreement. In the meantime I believe the following motion may be appropriate until the policy is formally adopted.

“I move to authorize the Village Administrator to execute Task Orders under any Council-approved Master Professional Services Agreement, provided sufficient funds have been appropriated and certified as required by law, and no individual Task Order exceeds \$50,000 without further Council approval.”
15. Planning Commission
Cemetery Lot Split – The surveyor will submit the required documentation to the County and then to the Village. I will get a meeting scheduled once completed.

400 W. Elm Street Parcel Merger – Submitted.

Park parcel reconfiguration and various Village-owned parcel mergers – In progress.