

# FINDLAY CITY COUNCIL AGENDA

**REGULAR SESSION**

**May 21, 2013**

**COUNCIL CHAMBERS**

**ROLL CALL of 2012-2013 Councilmembers**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF PRAYER**

**ACCEPTANCE OR CHANGES OF MINUTES AND PUBLIC HEARINGS:**

Acceptance or changes to the May 7, 2013 Public Hearing for the rezoning of 123 Cherry Street.

Acceptance or changes to the May 7, 2013 Regular Session City Council meeting minutes.

**ADD-ON/REPLACEMENT/REMOVAL FROM THE AGENDA** – none.

**PROCLAMATION** – none.

**RECOGNITION/RETIREMENT RESOLUTIONS:**

RESOLUTION NO. 018-2013

First reading

A RESOLUTION COMMENDING WILLIAM DOMME FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

**WRITTEN COMMUNICATIONS** – none.

**ORAL COMMUNICATIONS** – none.

**PETITIONS:**

**City Auditor Jim Staschiak – 60-day hold in Auditor's Office for Darway Annexation paperwork**

On May 1, 2013, annexation documents for the Darway annexation were received. The original petitioner for this annexation is Darway, Ltd. and will be referred to as the Darway Annexation. Philip L. Rooney is the agent for the petitioners. These annexation documents will be in the Auditor's Office for the required 60-day period which will end on June 30, 2013, and then will be forwarded to the Council Clerk.

**Alley vacation request – from Prospect Avenue to Ash Avenue**

Sue Read has requested an alley vacation for the alley running between Ash Avenue and Prospect Avenue between lots 2370, 2345, 2369, and 2346. Needs to be referred to City Planning Commission and Planning & Zoning Committee.

**REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:**

Treasurer's Reconciliation Report – April 30, 2013.

City Planning Commission staff report – May 9, 2013.

Findlay City Board of Health Minutes –April 17, 2013.

**Service-Safety Director Paul Schmelzer – appropriation of sidewalk bond for Palms Subdivision – West Sandusky Street**

The Engineering Department recently collected on a performance bond that was posted for sidewalk construction for this development. The bond was posted by the developer as a guarantee for sidewalk installation associated with construction of the subdivision. The sidewalk was not constructed, and the City will need to hire a local sidewalk contractor to complete the work using the bond proceeds. Legislation to appropriate funds is requested. Ordinance No. 2013-029 was created.

FROM:	General Fund (sidewalk bond)	\$ 10,000.00
TO:	Engineering Department #21021000-other	\$ 10,000.00

Parks and Recreation Board Minutes – April 15, 2013.

**COMMITTEE REPORTS:**

The APPROPRIATIONS COMMITTEE to whom was referred a request from the Service-Safety Director to appropriate funds for the purpose of trees for the 2013 Adopt-A-Tree Program.

FROM: General Fund \$ 4,500.00  
TO: Parks Maintenance #21034000-other \$ 4,500.00

We recommend approval of the above request. Ordinance No. 2013-029 was created.

The APPROPRIATIONS COMMITTEE to whom was referred a request to discuss entering into a contract with Emergency Management Agency (EMA) for the development of an emergency operations plan. During the December 18, 2012 City Council meeting, Ordinance No. 2012-100 dealing with this was referred to the January 18, 2013 Appropriations Committee meeting where it was tabled.

We recommend continued participation with EMA and authorize the increase requested of two thousand nine hundred fifty-four dollars and ten cents (\$2,954.10). Ordinance No. 2013-029 was created.

**LEGISLATION:**

**RESOLUTIONS:**

RESOLUTION NO. 018-2013

See page 1

**ORDINANCES**

ORDINANCE NO. 2012-100 (EMA)

Tabled

Mayor referred this to the 1/8/13 Appropriations Committee meeting during the 12/18/2012 City Council meeting. 1/8/13 Appropriations Committee recommended it be tabled -- Councilman Collette moved to adopt the committee report, seconded by Councilwoman Spence. All were in favor; therefore any Councilmember can make a motion to lift this from the table.

AN ORDINANCE AUTHORIZING THE MAYOR AND THE DIRECTOR OF PUBLIC SAFETY OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A CONTRACT WITH HANCOCK COUNTY EMERGENCY MANAGEMENT AGENCY TO DEVELOP AN EMERGENCY OPERATION PLAN THAT WILL ENCOMPASS ALL POLITICAL SUBDIVISIONS OF HANCOCK COUNTY, DEVELOP A TRAINING PROGRAM, AND COORDINATE THE EMERGENCY MANAGEMENT ACTIVITIES OF ALL THE POLITICAL SUBDIVISIONS ACCORDING TO THE DUTIES AND REQUIREMENTS OF SECTION 5502.27 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY.

ORDINANCE NO. 2013-024 (flood damage reduction ordinance)

Third reading

AN ORDINANCE REPEALING CURRENT CHAPTER 1351 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO AND IN ITS PLACE, ENACTING A NEW CHAPTER 1351 TO BE KNOWN AS THE FLOOD DAMAGE REDUCTION ORDINANCE.

ORDINANCE NO. 2013-026 (Dietsch Brothers rezone)

Second reading

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS DIETSCH BROTHERS REZONE) WHICH PREVIOUSLY WAS ZONED "I1 LIGHT INDUSTRIAL" TO "C3 DOWNTOWN COMMERCIAL".

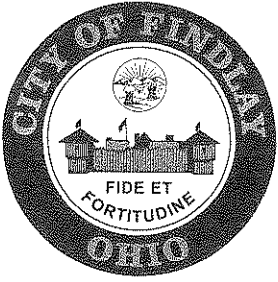
ORDINANCE NO. 2013-029 (appropriation of funds)

First reading

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**UNFINISHED BUSINESS**

OLD BUSINESS  
NEW BUSINESS



## AUDITOR'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7101 • Fax: 419-424-7866  
www.findlayohio.com

**JIM STASCHIAK II**  
CITY AUDITOR

Wednesday, May 15, 2013

The Honorable Council  
Findlay, Ohio

SUBJECT: ANNEXATION PETITION FOR TERRITORY PROPOSED TO BE ANNEXED TO THE CITY OF FINDLAY, OHIO, SITUATED IN THE TOWNSHIP OF LIBERTY, COUNTY OF HANCOCK AND STATE OF OHIO; AND KNOWN AS BEING PART OF SECTION 11, T1N, R10E, A TRACT OF LAND CONSISTING OF 3.833 ACRES OF LAND MORE OR LESS ; KNOWN ADMINISTRATIVELY AS THE "DARWAY ANNEXATION"

Dear Council Members:

On May 1<sup>st</sup>, 2013 I received the annexation documents for the above referenced property. The petitioner for this annexation is Darway, Ltd. Philip L. Rooney is the authorized agent for the petitioners.

These annexation documents will be in my office for the required 60 day period, which will end June 30<sup>th</sup>, 2013. At that time I will forward the documents to the Council Clerk for Council's action.

Respectfully submitted,

Jim Staschiak II  
City Auditor

ALLEY/STREET VACATION PETITION

FEE PAID \_\_\_\_\_

DATE \_\_\_\_\_

ADVERTISING AND FILING FEES PAID \_\_\_\_\_ DATE \_\_\_\_\_

HONORABLE MAYOR AND COUNCIL, CITY OF FINDLAY, OHIO:

We, the undersigned, being owners of property abutting the requested Alley vacation shown on the attached plat, respectfully petition (street/alley)

your Honorable Body to vacate the alley described as: street/alley

the alley running between Ash & Prospect  
dividing Lot # 2346 & # 2369 on one side and  
207 Prospect Ave (lot unknown) and Lot # 2345

Being further described as abutting the following described LOTS in the SUBDIVISION of:

A \$75.00 fee is submitted to pay for the cost of vacating the above-described (street or alley)

We agree to pay all cost and/or assessments that are now or have been constructed serving this property. Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner. A plat of the area showing the portion to be vacated & a list of all property owners on that portion of the alley running from street to street, but not in the request for vacation are attached.

OWNER	ADDRESS	LOT NUMBER
Isabel Sue Read	207 Prospect Ave	Lot # 2346
Teddy L. & Anna Mae Rader	213 Prospect Ave	P+M Taylors, 2 <sup>nd</sup> Add. Lot # 2369
Richard Shortcraft	208 Ash Ave	P+M Taylors, 2 <sup>nd</sup> Add Lot # 2346
Lisa Keller rental-	204 Ash Ave. *mailing-	201 W. High St. Lorain OH 43140 Lot # 2345

Isabel Sue Read  
Teddy L. Anna Mae Rader  
Lisa Borden (Keller)  
Richard Shortcraft

TO: Applicants for Street or alley Vacation  
FROM: Council Clerk

City law requires persons requesting the vacation of a street or alley to file a petition with City Council. Council then refers the request to the City Planning Commission and the Planning & Zoning Committee for their findings. These Committees file their report with Council, who in turn makes the final ruling on the request.

## APPLICATION REQUIREMENTS

Petition forms are available in the Council Clerk's Office. It requires the signature of a majority of the property owners that abut the requested vacation. A plat of the area shall accompany the application indicating the street or alley to be vacated. This plat can be obtained from the City Engineer's Office.

In addition to the petition for an alley vacation being signed by the abutting property owners, which is notice, if said proposed alley vacation is less than the full alley running from street to street, either north and south or east and west as the case may be, then the Clerk will also send notices to the abutting property owners on that portion of the alley extended but not in the request for vacation. For example, if an alley runs from north to south from street A to street B, intersected by a east-west alley, and the request is to vacate the alley running from street A to the intersecting east-west alley, then the abutting property owners on the remaining portion of that north-south alley between street A and street B shall also receive notice of the petition to vacate from the Council Clerk. (Rules of Procedure, as amended, of Findlay City Council).

Ideally, the petition must be signed by all abutting property owners. If not, a Public Notice of Consideration to Vacate has to be advertised in the Courier for six consecutive weeks. The cost of the advertising shall be paid by the petitioner. Anyone wishing to address Council concerning the petition may do so as a result of the publication. This can occur at any of the three readings which Council must give an Ordinance that vacates right-of-way.

## FEE

At the time of submitting the request to the Council Clerk, a **\$75.00 non-refundable fee** shall accompany the petition. This is to off-set some of the City's expenses. **Upon adoption of legislation, applicable advertising and filing fees will be invoiced to the petitioner.**

## ASSESSMENTS

By law, if there were assessments to the abutting properties for improvements to the street or utilities, the petitioners are to pay the assessment fee for the property being vacated. These assessments, if any, are recorded in the City Engineer's Office. They are requested to be researched for the property upon legislation request. The petitioners will be invoiced for the total expense, and it must be paid before Council will vacate the street or alley.

## PLANNING COMMISSION ACTION

Planning Commission action on vacation petitions will be in the form of a recommendation to City Council. Council may then either concur with the Commission's recommendation or override it. Concurring action may be accomplished with a simple majority vote, while overriding action requires a two-thirds (2/3) vote of Council. Notice of the Planning Commission Meeting will be sent from the Engineer's Office to the filer of the petition advising him/her when the request shall be heard.

## COMMITTEE ACTION

This Committee's action will be in the form of a recommendation to City Council. Council may then either concur with the Committee's recommendation or override it. Action is a simple majority vote to concur or override the Committee report. Notice of the Planning & Zoning Committee Meeting will be sent by the Council Clerk to the petitioners advising them when the request shall be heard.

## CITY COUNCIL ACTION

Once the petition is placed on Council's agenda, it will be referred to the City Planning Commission and the Committee with all documentation submitted. Both the City Planning

Commission and the Planning & Zoning Committee shall review the request. Upon their findings, Council will request legislation and give it three (3) separate readings if the vacation is to proceed.

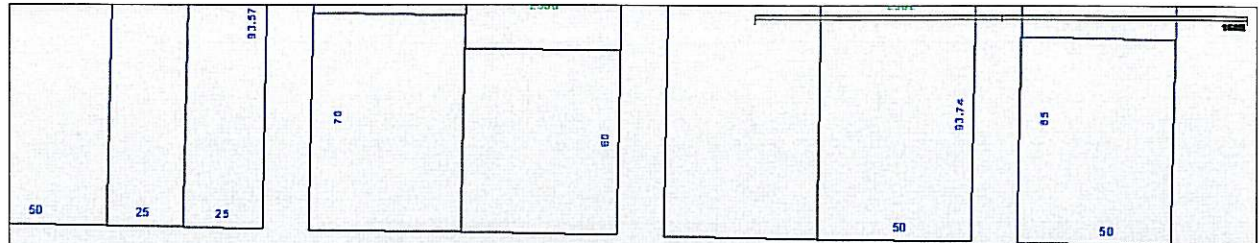
In order to vacate a public right-of-way, City Council must adopt an ordinance doing so. Normally, legislation is prepared when the Planning & Zoning Committee recommends that an action be taken. However, appropriate legislation can be drawn at the request of any Council member, whether or not the vacation is supported by the Committee. Ordinances require three readings prior to adoption, and this normally occurs over the course of three consecutive meetings of Council.

A majority affirmative vote of at least five (5) members is necessary to enact a vacation ordinance. If Council disagrees with the Planning Commission's recommendation, it will take six (6) affirmative votes of members of Council to enact a vacation ordinance. The ordinance is not effective until at least 30 days after signing by the Mayor.

Revised 12-05

Name of Contact Person Isabel Sue Read  
Mailing Address 207 Prospect Ave  
Phone No. (Home) \_\_\_\_\_ (Business) 419-672-9899  
10/19/12 \_\_\_\_\_ Isabel Sue Read  
(date) (Signature of Contact Person)

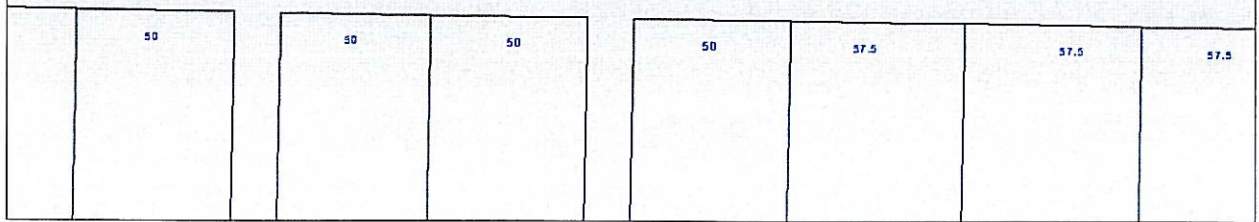
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OFFICE USE ONLY



PROSPECT AVE



ASH AVE









# TREASURER'S OFFICE

318 Dorney Plaza, Room 313  
Findlay, OH 45840-3346  
Telephone: 419-424-7107 • Fax: 419-424-7866  
www.findlayohio.com

SUSAN JO HITE  
CITY TREASURER

## Treasurer's Reconciliation for April 30th

## 2013

### TREASURER

Fifth Third Initial Balance	4,743,978.72
- Withdrawals ()	(13,823,951.77)
+ Deposits	11,425,060.96
<b>Ending Balance</b>	<b>2,345,087.91</b>
- Outstanding checks ()	(157,767.21)
Bank Adjustment	
- Outstanding error	0.00
<b>Treasurer's Checking Bal</b>	<b>2,187,320.70</b>
Investment Principal	42,025,525.88
Accrued Bond Interest	3,256.77
<b>Treasurer's Total Cash and Investments</b>	<b>44,216,103.35</b>

### AUDITOR

<b>Auditor's Checking Bal</b>	<b>2,187,320.70</b>	<b>0.00</b>
<b>Auditor's Total Cash and Investments</b>	<b>44,216,103.35</b>	<b>0.00</b>

Respectfully submitted,

Susan Jo Hite  
Treasurer

2013

# FINDLAY CITY PLANNING COMMISSION



## STAFF REPORT May 9, 2013

### CITY PLANNING COMMISSION MEMBERS

Mayor Lydia L. Mihalik, Chairman  
Service-Safety Director, Paul E. Schmelzer, P.E., P.S.  
Thom Hershey  
Joseph Opperman  
Grant Russel

Matt Cordonnier, HRPC Director  
Judy Scrimshaw, HRPC Staff  
Matt Pickett, Fire Inspector  
Steven C. Wilson, P.E., P.S., Engineer  
Don Rasmussen, Law Director

# City of Findlay City Planning Commission

Thursday, May 9, 2013 - 9:00 AM

## COMMENTS

### NEW ITEMS

1. **ALLEY/STREET VACATION PETITION #AV-02-2013** filed by Robert and Kathy Wagner, 509 5<sup>th</sup> Street, Findlay, OH to vacate an unimproved alley running south from 5<sup>th</sup> Street.

### HRPC

#### **General Information**

This is the second north/south alley east of Park Street. The area is zoned R-1 Single Family Residential.

#### **Parcel History**

None

#### **Staff Analysis**

This is an unimproved alley right of way which runs between two lots owned by the applicants. A home is located on the lot west of the alley at 509 5<sup>th</sup> Street (Lot # 5021). This lot is only 40' wide. The lot east of the alley (Lot # 5022) is vacant.

AEP sent a comment that they did have structures in the alley right of way and that they do not relinquish any rights to access to those structures

#### **Staff Recommendation**

HRPC Staff recommends that FCPC recommend approval of the request to vacate this alley to Findlay City Council.

### ENGINEERING

The alley is currently occupied by a sanitary sewer and AEP overhead power lines. If the alley is vacated, both the City and AEP will retain an easement across the width and length of the vacation to maintain the sanitary sewer and power lines. We have no objection to the requested vacation.

### FIRE PREVENTION

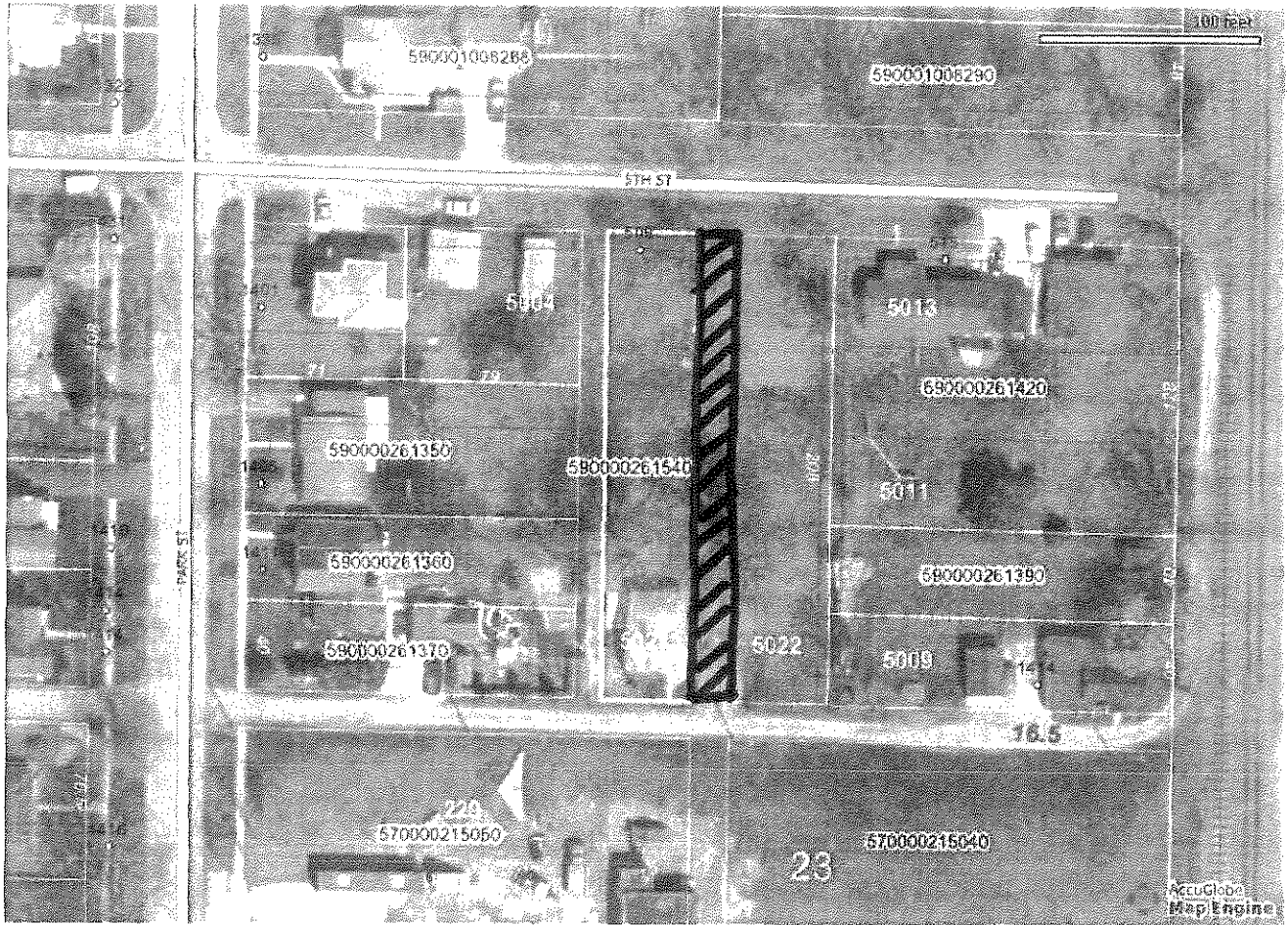
**No Comment**

### STAFF RECOMMENDATION

Staff recommends that CPC recommend approval to City Council of **ALLEY/STREET VACATION PETITION #AV-02-2013** filed by Robert and Kathy Wagner, 509 5<sup>th</sup> Street for the alley between Lots 5021 & 5022 in the Niles addition with the understanding that the City and AEP will maintain an easement to access the sanitary sewer and power lines.

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### Hancock County GIS



#### Notes

ALLEY/STREET VACATION PETITION #AV-02-2013 VACATE N/S ALLEY BETWEEN LOTS 5021 AND 5022
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**2. ALLEY/STREET VACATION PETITION #AV-03-2013** filed by Mary Houtz, 1650 Lima Avenue, Findlay, OH to vacate the east 19.5' of Morrical Blvd. between Lima Avenue and Olney Avenue.

**HRPC**

**General Information**

Morrical Blvd. runs north from Lima Avenue along the west side of the applicant's home.

**Parcel History**

None

**Staff Analysis**

Morrical Blvd. in this area is platted as 79.5' wide. This is 19.5' wider than most streets in the subdivision. The area is the grass side yard of the house lot. A notation on a mortgage survey indicates that a corner of the home sits 2.1' into the right of way.

**Staff Recommendation**

HRPC Staff recommends that FCPC recommend approval of the request to vacate the east 19.5' of Morrical Blvd. to Findlay City Council.

**ENGINEERING**

The portion of Morrical Boulevard requested for vacation is occupied by a sanitary sewer for a portion of its length. If the requested vacation is approved, the City will retain an easement to maintain the sanitary sewer. We have no objection to the requested vacation.

**FIRE PREVENTION**

**No Comment**

**STAFF RECOMMENDATION**

Staff recommends that CPC recommend approval to City Council of **ALLEY/STREET VACATION PETITION #AV-03-2013** filed by Mary Houtz, 1650 Lima Avenue to vacate the east 19.5' of right of way of Morrical Blvd. with the understanding that the City will maintain its easement to maintain the sanitary sewer.

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### Hancock County GIS



#### Notes

ALLEY/STREET VACATION PETITION#AV-02-2013  
 VACATE EAST 19.5' OF MORRICAL BLVD. BETWEEN  
 LIMA AVENUE AND OLNEY AVENUE

**3. PETITION FOR ZONING AMENDMENT #ZA-04-2013** filed by Kyle Reichenbach, 127 W. Hardin Street, Findlay, OH to rezone 121, 127, 201, & 205 W. Hardin Street, 610 & 614 S. Cory Street, and Lot 240 in the Vance & Cory's Addition from C-2 General Commercial to C-3 Downtown Commercial.

### **HRPC**

#### **General Information**

The parcels in this request are located on the south side of W. Hardin Street on either side of S. Cory Street. All are currently zoned C-2 General Commercial. Parcels to the east are zoned C-3 Downtown Commercial, to the north is C-2 and C-3 and to the west and south is zoned C-2. The area is not within the 100 year flood plain. The Land Use Plan designates the area as Downtown.

#### **Parcel History**

None

#### **Staff Analysis**

There is a mix of uses on the parcels in this request. The properties west of S. Cory Street are currently residential. On the east side of S. Cory Street is a parking lot, a salon and the old Ohio Bell office building.

The initial impetus behind this application was that the owner of Journey Salon & Day Spa at 127 W. Hardin was acquiring the homes at 201 W. Hardin and 610 & 614 S. Cory Street with plans to turn them into a parking lot. The setbacks in the C-2 District would greatly diminish the use of the site.

#### **Staff Recommendation**

HRPC Staff recommends that FCPC recommend approval to City Council of **PETITION FOR ZONING AMENDMENT #ZA-04-2013** to rezone 121, 127, 201, & 205 W. Hardin Street, 610 & 614 S. Cory Street, and Lot 240 in the Vance & Cory's Addition from C-2 General Commercial to C-3 Downtown Commercial.

### **ENGINEERING**

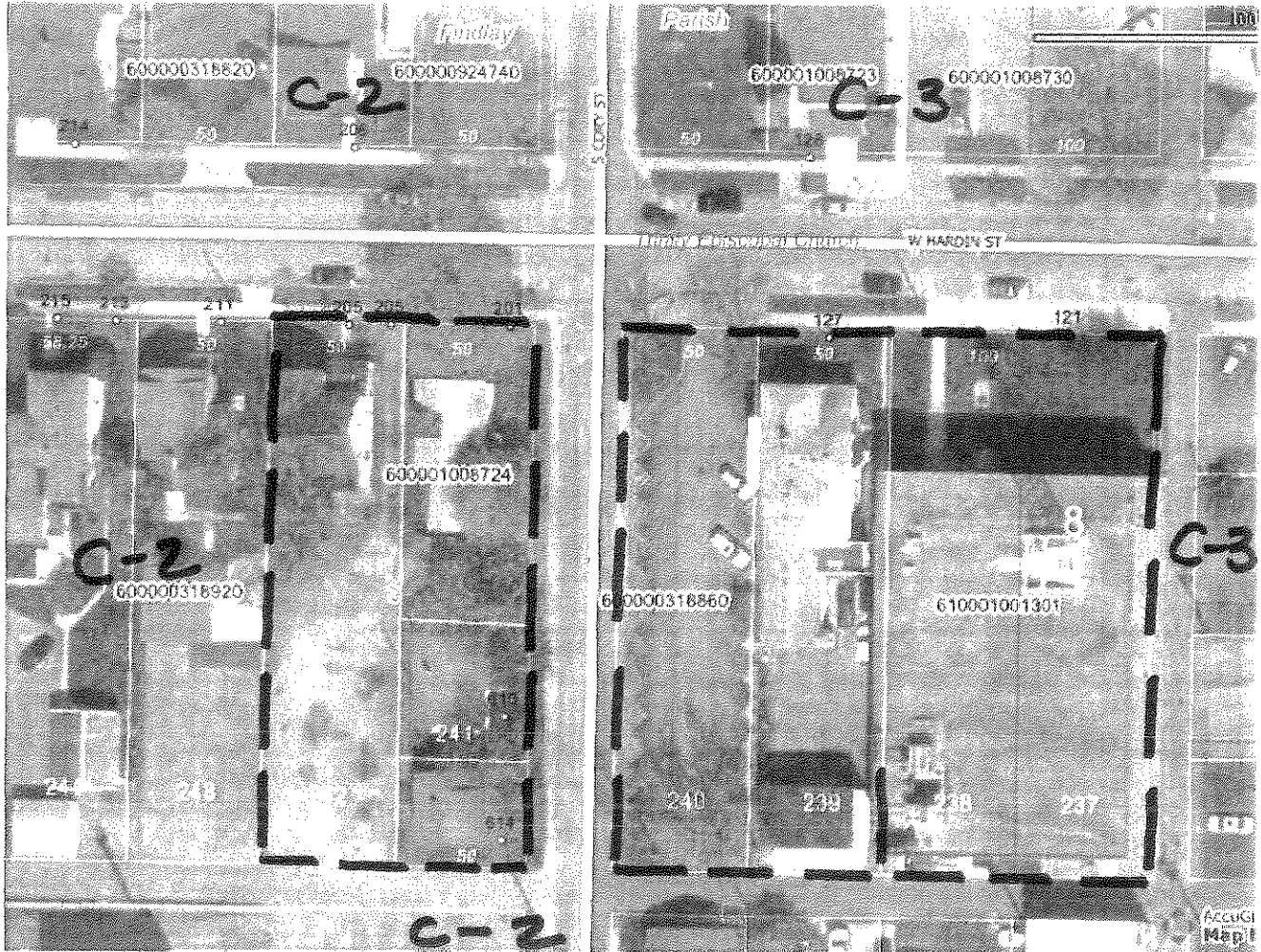
**No Comment**

### **FIRE PREVENTION**

**No Comment**

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### Hancock County GIS



#### Notes

PETITION FOR ZONING AMENDMENT #ZA-04-2013  
 121, 127, 201, & 205 W HARDIN STREET, 610 &  
 614 S. CORY STREET AND LOT 240 IN THE VANCE &  
 CORY'S ADDITION.  
 REZONE FROM C-2 GENERAL COMMERCIAL TO C-3  
 DOWNTOWN COMMERCIAL



**4. DISCUSSION OF PROPOSED AMENDMENTS TO CITY OF FINDLAY ZONING CODE.**

## FINDLAY CITY BOARD OF HEALTH MINUTES

### REGULAR SESSION

April 17, 2013

### MUNICIPAL BUILDING CONFERENCE ROOM

#### Members Attendance:

- X Mayor Lydia Mihalik, *President Ex Officio*
- X Dr. Stephen Mills, Health Commissioner/Board Secretary
- X Mr. Gregory Cline, *President Pro Tempore*
- X Mr. William Alge
- X Dr. Robert McEvoy
- A Mrs. Joan Work
- X Mr. James Niemeyer

#### Staff Attendance:

- X Mrs. Barbara Wilhelm, Deputy Health Commissioner
- X Mr. Craig Niese, Environmental Health Director
- X Mrs. Becky Bern, Nursing Director
- X Mr. Eric Helms, Plumbing Inspector
- X Mr. Chad Masters, Emergency Response

#### Guests

- X Paul Schmeizer

**Call to Order:** In the absence of Mayor Lydia Mihalik, Board President Gregory Cline, called the meeting to order at 7:35 A.M.

**Minutes:** Mr. Cline called for a motion to approve the minutes of the March 20, 2013 Board Meeting. Dr. McEvoy moved to accept the minutes of the March 20, 2013 Board of Health meeting as circulated. Seconded by Mr. Alge. **Motion carried 3-0.**  
Filed.

Mr. Niemeyer and Mayor Mihalik arrived after the vote.

### HEALTH COMMISSIONER REPORT

1. As indicated in the meeting requests, it is once again time for the combined Public Health Conference that Dr. Mills will be attending. The theme for this year's conference is "When All The Rules Change We're still Public Health". With so many changing rules where do we still fit, who do we partner with and how do we make ends meet with limited resources.
2. Dr. Mills has spoken to the local running club about the proposed signage at Emory Adams Park and they may be willing to sponsor a second smaller sign to be placed closer to the creek near the walkway. The initial larger sign will be posted near the playground area and could have the soccer fields designated on it. The cost for the larger sign would be approximately \$550 and the smaller sign would be \$475. Dr. Mills will be meeting with the running club on May 6, and by then the Sign Shack will have a mock up for him. The running club would like to see the sign before committing. Mrs. Wilhelm shared that when the grant was written for the Healthy Kids Day activity the cost included reimbursing physicians for time spent counseling families at the event. Dr. McEvoy assisted with that event and he graciously offered to donate his portion back to the signage project. After Dr. Mills speaks with the running club he will then come back to the city to see if funding for the remainder of the project can be obtained.

3. Yesterday morning Dr. Mills participated in the prayer run initiated by the YMCA in support of those injured and killed in the Boston Marathon bombing.
4. Mr. Alge asked Dr. Mills what the health department's position on Medicaid Expansion is. Mrs. Wilhelm shared that from a mental health perspective and in conversation with Precia Stuby of the ADAMHS Board Medicaid Expansion would allow for better coverage for mental health issues and would free up money in the ADAMHS budget for other programs and initiatives. As far as other public health concerns there is still much that will need to be played out in regards to health care reform. Dr. McEvoy added that at this point he was not sure we had the expertise to comment further. Dr. Mills will utilize next month's conference to seek additional information. Mrs. Wilhelm also commented that AOHC will often come out with positions on legislation and have been more concerned with the items in the state budget that deal with the recommendations from the Public Health Futures Legislative Committee.

Dr. McEvoy suggested that should Dr. Mills have a chance to speak with any government or ODH officials at the combined conference he also bring up the issue of the cost of vaccines and the need for the state to leverage vaccine purchasing power that was discussed at the last board of health meeting. Mayor Mihalik shared that she had brought that issue up to both Congressman Latta and Senator Portman last month and they are checking into it.

#### **DEPUTY HEALTH COMMISSIONER REPORT**

1. We were asked by city administration to prepare a first iteration of our 2014 budget which was due by today. Mrs. Wilhelm brought a copy of the budget she submitted for the board to review. It is still early to solidify a budget for 2014 and this will not be our final budget. This will be used by the administration for planning purposes and there is not a lot of change in the budget over last year. The submitted budget expenses were \$28,000 higher than the expenses for 2013 but \$22,000 of that is in health insurance. Mrs. Wilhelm did place some money in for Help Me Grow programming which is new this year and some money in for the accreditation process. These items were put in as a sort of place holder until we can see how things progress throughout the remainder of this year. We have started conducting Help Me Grow visits and have submitted several invoices but have not received any reimbursement as yet.

We were not asked to make any sort of revenue projections for next year at this time but Mrs. Wilhelm shared copies of a year to date report for the first quarter which showed that our revenues are up over last year and our cost to the General Revenue Fund is less than last year at the same point.

Mrs. Wilhelm also shared with the Board that the Affordable Care Act may cause some changes with the city's definition of part time employees. Cassie Van Horn R.N. has been working 28 hours per week in the nursing division but we are now being asked to take our part time hours down to 25 hours or less. Cassie has provided us with a very flexible

employee and she has been willing to work with us as we need her but losing an additional 3 or 4 hours per week will prove challenging. As of Jan. 1, 2014 the ACA will mandate that we offer insurance to anyone working over 30 hours but there is reason to believe that amount will be lowered to 25 hours per week. It is Mrs. Wilhelm's understanding that because the law will look back over the previous 6 months to determine a pattern of hours any changes we make need to be in place by July 1. Mrs. Wilhelm and Mrs. Bern are both concerned what the loss in hours would mean as four hours per week is an entire immunization clinic or a Help Me Grow home visit. In addition with the demands of accreditation losing staff hours is difficult. Mrs. Wilhelm asked the Board for direction. Discussion followed as to whether the requirement was 25 hours or less or 24 hours or less and how those hours may be averaged over 6 months. Altering clinic hours was discussed as well as whether Mrs. Van Horn was looking to become full time. The Mayor was asked whether the city might be exploring pro rating insurance so that employees working less than 40 hours might be asked to pay higher premiums to which she replied the administration is still discussing details and trying to learn more about the requirement. Since we do have some time before any change must be made Dr. McEvoy recommended that we table this discussion until we can be better informed.

2. Registrar Sheryl Yoder's last day in the office was April 16<sup>th</sup> and she will be using up her vacation until the end of May. Cheryl Klakamp has been transitioning into the Registrar position but that will leave the Environmental Health clerk/Deputy Registrar position open. Mrs. Wilhelm hopes to find someone who can also assist with the insurance billing. This would be an entry level position and although no advertising has yet been done several resumes have already been received. Mrs. Wilhelm would like to have a candidate ready by the May board meeting.
3. Last Friday night was the first Healthy Kids Day event at the University of Findlay. The event was very successful with 550 kids registered for the event and 118 participants in the health screening portion. Dr. Ritz and Dr. McEvoy were kept busy meeting with the families and reviewing the screening data. Dr. Ritz had several families that he asked the health department to follow up on due to screening results. The Mayor participated in the event by kicking it off with a walk. Dr. McEvoy commented that it was great to walk in to the event in terms of the energy. He also commented that the parents present were from across the spectrum in terms of economic status but they were all there because they were interested in their kid's health. The setting was not conducive to developing rapport because the time with each patient was so short but Dr. McEvoy said his take home message to the parents was that if you want the kids to lose weight than the parents need to lose weight. It's a family message and was valuable in terms of awareness and education. He hoped that it is an event that we can continue. Mrs. Wilhelm shared that a wrap up meeting will be held and encouraged Dr. McEvoy to email his recommendations for improving the event so that they can be incorporated into future planning. Dr. McEvoy added that we are a more diverse community than people think.

## NURSING REPORT

1. The Ohio Billables Project has been continued until August of 2014 via a grant from the CDC. There are currently not enough health departments up and running with this to provide enough data on the program. May 5, 2013 will be our first invoice which will be for vaccines utilized in January of 2013.
2. Mrs. Bern also shared that there is currently a national shortage of the TB skin testing antigen and she has received recommendations from CDC and ODH on handling the situation. We have already implemented the first recommendation to order a different product but find that product is now also in short supply. The next recommendation would be to hold any further testing unless it is part of a contact investigation. We do provide a fair amount of testing for schools, employers and those entering clinical settings. Dr. McEvoy noted that this would indeed be an issue for any students in a medical field entering clinical situations. Mrs. Bern relayed that it is currently hoped that the shortage will be lifted in May but they have not said when in May. Dr. McEvoy noted that we should keep note of any change in pricing as a result of this shortage.
3. Mrs. Bern shared information on pricing of vaccine as per the discussion at last month's board meeting. She explained the information noting the Ohio Billable rate, the VFC rate and the private purchase rate. Additional contracts are being prepared from different manufactures and vendors. Dr. McEvoy pointed out the large difference between VFC and private pricing. Mr. Cline asked what our reimbursement would be. Mrs. Wilhelm shared that the billing clerk had prepared an estimate of what our overall vaccine cost for the Ohio Billables Project for January will be. The cost is approximately \$6,500 and the reimbursement for the same vaccine was approximately \$10,900. This reimbursement includes the vaccine cost and an administration fee. Mrs. Bern clarified what VFC vaccine is in answer to a question from Mr. Alge and also explained how Medicaid clients are billed and the sliding fee system for Mr. Cline. The immunization process and determining eligibility has become quite complicated over the last several years. It is possible that one patient may qualify for differing pots of vaccine. Mrs. Bern emphasized that it why it is so valuable to have consistent nurses who understand the process. Dr. Mills questioned whether we should be more discerning on who comes to our clinic and send county residents to the county health department but Mrs. Wilhelm explained that when someone comes to your clinic who is need of immunizations it could be seen as a missed opportunity to send them to another office. Dr. McEvoy echoed that this would not be good public health practice to send someone away. He also shared that because of the complexity in dealing with these requirements his office, and he feels probably others, send Medicaid patients to the health department for vaccines. Mrs. Bern shared that Caughman Clinic does provide VFC vaccine but is the only local provider (along with the health departments) she is aware of. Dr. McEvoy feels this is a core responsibility of the health department and the community relies on us to provide this. Dr. McEvoy felt this brings us back to the need for a single purchase price for health departments to cut down on the overhead.

## ENVIRONMENTAL HEALTH REPORT

1. Last Saturday the Spring Medication/Mercury Collection was held at the Municipal Building. The weather did not cooperate and localized flooding complicated things as well. There were still about 60 drop offs during the three hour collection period. It was noted that as the permanent collection boxes have been established these collections have dropped in popularity. In speaking with several police officers Mr. Niese shared that these permanent boxes are being well utilized. There will be an after action meeting held to discuss whether these collection events will remain twice per year or be limited to once per year. He noted that we are still getting mercury turned in during these events and this cannot be deposited in the permanent medication boxes. These events do take a lot of manpower but the University of Findlay Pharmacy Program has always provided a lot of students and they have been vital in the success of the program.
2. Mr. Niese shared that he just received word late Friday that he has been asked by ODH to set aside some dates for possible trainings on a new computerized Environmental Health software program. The development of this program has been in the works for some time but now the state will be requiring a weeklong training in Columbus either the week of May 6th or May 20th. An agenda has not been released yet but this travel will require overnight stay and Mr. Niese would like the training to be added to the meeting request. Mr. Cline asked if this would be utilized on a laptop to which Mr. Niese replied we already have computer notebooks that we will be able to take out on inspections to input reports. It is hoped that this program will increase the efficiency of the inspection process.

## EMERGENCY RESPONSE / EPI REPORT

1. Mr. Masters informed the Board of an upcoming training exercise that ODH is sponsoring on May 2<sup>nd</sup> called "Gastro Gambit." The 3-hour exercise will focus on the health department's outbreak investigation process dealing with a foodborne, gastrointestinal outbreak. The training will be held at the Findlay City Health Department and Hancock County Health Department personnel will be in attendance, as well. Jodi Fisher, Safety Coordinator and Colleen Abrams, Infection Control Preventionist of Blanchard Valley Hospital will act as evaluators. Refresher training on the outbreak investigation will be held for health department staff on April 22<sup>nd</sup>.
2. Mr. Masters updated the Board on the status of the H7N9 novel influenza that is occurring in China. According to the World Health Organization (WHO) as of April 13<sup>th</sup>, there have been 49 cases and 11 deaths associated with this virus. There has not been sustained person-to-person transmission, but some close contacts of those cases had become ill. Mr. Masters informed the Board that no cases have been reported in the United States.

Mr. Masters also stated that he sent along CDC guidance to healthcare providers in a Health Alert Notification (HAN) fax on April 8<sup>th</sup> for surveillance and awareness purposes.

3. Mr. Masters reported that there were 8 MRC volunteers who assisted with the medical screening portion of the Healthy Kids Day Event on April 12<sup>th</sup>. The volunteers felt that it was a worthwhile experience. Also, Mr. Masters was contacted by the Red Cross on April 11<sup>th</sup> regarding the possibility of opening an emergency shelter in response to the flooding. Mr. Masters stated that he sent an alert out to the volunteers via the Ohio Responds on April 11<sup>th</sup>, but the shelter did not have to be activated.
4. Mr. Masters added that he is currently working on an outbreak at a long-term care facility involving gastrointestinal symptoms. He reported that there were a total of 24 people ill, with 5 stool specimens collected and submitted to the ODH Lab for testing. Mr. Masters informed the Board that he received preliminary lab reports for the 5 samples on April 15<sup>th</sup>; all were positive for Norovirus. The final lab reports should be received shortly. Mr. Masters will provide a copy of the report with findings, along with resources and recommendations, to the facility to reduce the likelihood of future outbreaks.

Mr. Masters stated that he will be sending information out to all long-term care facilities in the county regarding the reporting requirements of outbreak situations to the local health department.

At Dr. McEvoy's inquiry Mr. Masters explained the process and timeline for sending samples to ODH lab.

#### **PLUMBING REPORT**

1. Mr. Helms had nothing new to report.

#### **MEETING REQUESTS**

#### **Mr. Alge moved to approve the meeting requests as submitted:**

1. April 26, 2013: Barb Wilhelm to Accreditation Learning Community Meeting (required by Accreditation Grant) 10 am to 4 pm Marysville, OH No Cost.
2. May 21-22, 2013: Dr. Mills to Combined Public Health Conference, Columbus, OH Cost: Lodging \$94 Registration, \$175
3. May 6-10, or May 20-24, 2013: Craig Niese to attend EH software training in Columbus OH. Cost Lodging/Meals

Mr. Cline seconded. **Motion carried 4-0.** Filed

**OLD/UNFINISHED BUSINESS**

Mr. Cline inquired as to whether there was anything to report regarding merger. Paul Schmelzer reported he has a meeting scheduled with Chris Press from the hospital today to discuss this topic.

**NEW BUSINESS**

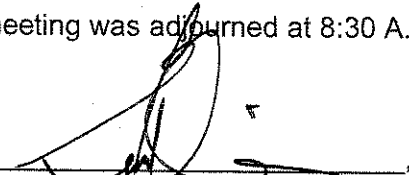
None

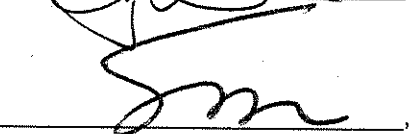
**EXPENSES**

Dr. McEvoy moved to approve the expenses, as circulated, for payment by the City Auditor.

Seconded by Mr. Alge **Motion carried 4 – 0.** Filed.

The meeting was adjourned at 8:30 A.M.

  
\_\_\_\_\_, President

  
\_\_\_\_\_, Secretary (Health Commissioner)



# Office of the Mayor

Lydia L. Mihalik

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Findlay, OH 45840

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Paul E. Schmelzer, P.E., P.S.  
Service-Safety Director

May 14, 2013

Honorable City Council  
Findlay, OH 45840

RE: Appropriation of Sidewalk Bond  
Palms Subdivision – West Sandusky Street

Dear Council Members:

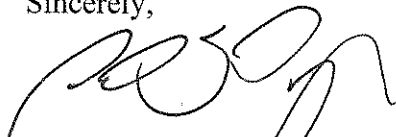
Recently, the Engineering Department collected on a performance bond that was posted for sidewalk construction for the above-referenced development. The bond was posted by the developer as a guarantee for sidewalk installation associated with construction of the subdivision. The sidewalk was not constructed, and the City will need to hire a local sidewalk contractor to complete the work using the bond proceeds.

By copy of this letter, the Law Director is requested to prepare legislation for an appropriation of funds as follows:

FROM:	General Fund (Sidewalk Bond)	\$10,000.00	
TO:	Engineering Department		\$10,000.00
	210210000-other		

Thank you for your consideration in this matter.

Sincerely,



Paul E. Schmelzer, P.E., P.S.  
Service-Safety Director

pc: Donald J. Rasmussen, Director of Law  
Jim Staschiak II, City Auditor  
Engineering Department  
File

Flag City, USA

# PARKS AND RECREATION BOARD

City of Findlay

April 15, 2013

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## MINUTES

### **ATTENDANCE**

Members Present: Paul Schmelzer, Chair, Dennis McPheron, Greg Meyers, Bob Nichols, Gary Pruitt, Mike Slough.

Staff Present: Lu Draper, Matt Stoffel, and Kathy Launder.

Guests Present: Larry Brandstetter and Ray Delamott, Brandstetter Carroll Inc.; Tom Shindlecker; Mr. and Mrs. Andy Kuntz.

### **APPROVAL OF MINUTES**

Motion to accept minutes of the February 19, 2013, and March 18, 2013, meetings, by Nichols, second by Meyers. Motion passed 6-0.

### **NEW BUSINESS**

Pool Feasibility Study Update: Larry Brandstetter of Brandstetter Carroll Inc. provided proposed concepts for a new swimming pool based on the feasibility study that was conducted. Two scenarios were given, one keeping the 50 meter competition pool and the other providing for a 25 meter competition pool. Brandstetter stated that the design concept that includes the 50 meter pool will cost approximately \$2.6 million to \$2.8 million. The design concept that includes the 25 meter pool will cost approximately \$3 million to \$4 million. The design concept that includes the 50 meter pool includes zero depth entry activity pool, water slides, existing sprayground with new water features, renovated existing bathhouse, no diving pool, flood wall. The design concept that includes the 25 meter pool zero depth entry activity pool, water slides, sprayground renovated existing bathhouse, diving boards, ability to keep facility open to the public when competition tournaments are being held. Construction of a new facility will begin in October and be completed by the beginning of the following year's swim season.

### **DEPARTMENT REPORTS**

Recreation Department Report: Draper reported that the Diamonds are open. Registration deadline for Adult Softball is today. Mixed martial arts event was held at the Cube last weekend with 700 attendees; Starship concert is scheduled for April 20. The Cube is the home base for the Backyard Mission Trip. A Christian concert is planned. Ice will return to the Cube in May. We lost a ball tournament last weekend due to the flood and therefore, lost that revenue to the City as well as the \$250,000 economic impact to the region.

Parks Maintenance Department Report: Stoffel stated that the ball fields have been worked on. Ballfields at Swale Park still need done. Restrooms are opened in most parks.

### **OTHER REPORTS**

Hancock Park District Report: Pruitt reported that they are planning their annual event, Nature Comes Alive. Students and teachers from multiple schools will participate in this event. HPD received 35 applications for the program manager position. The new person will begin on June 3. HPD is gearing up for new long term program planning. The plan will be for an eight year period. A focus group consisting of stakeholders will assist in the process. The process will begin in June 2013 and end in 2014.


## OTHER BUSINESS

Emory Adams Walking Path: Mr. and Mrs. Andy Kuntz requested that distance markers be placed on the walking path around Emory Adams Park. The City hasn't talked about marking the paths for distances, but a sign was installed at the restroom building in Emory Adams Park that color codes the routes that mark the distance of each path.

Next Meeting: The next meeting of the Parks and Recreation Board is scheduled for May 20, 2013, at 4:00pm in the third floor conference room of the Municipal Building.

Being no further business, the meeting adjourned.

Respectfully submitted,

  
Kathy Launder  
City Clerk

# COMMITTEE REPORT

## THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request from the Service-Safety Director to appropriate funds for the purchase of trees for the 2013 Adopt-A-Tree Program.

FROM:	General Fund	\$ 4,500.00
TO:	Parks Maintenance #21034000-other	\$ 4,500.00

We recommend *Approval of the above request.*

Aye  Nay *Randy C. Ward*  
Randy C. Ward, Chairman

Aye  Nay *Robert J. Nichols*  
Robert Nichols

Aye  Nay *J. Michael Slough*  
J. Michael Slough

**APPROPRIATIONS COMMITTEE**

Aye  Nay *Absent*  
William J. Schedel, Jr.

**DATE: May 14, 2013**

Aye  Nay *R. Ronald Monday*  
R. Ronald Monday

**LEGISLATION** *✓*

Aye  Nay *Absent*  
W. Jerry Murray

# COMMITTEE REPORT

## THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO

The **APPROPRIATIONS COMMITTEE** to whom was referred a request to discuss entering into a contract with Emergency Management Agency (EMA) for the development of an emergency operations plan. During the December 18, 2012 City Council meeting, Ordinance No. 2012-100 dealing with this was referred to the January 18, 2013 Appropriations Committee meeting where it was tabled.

We recommend *Continued participation with EMA and authorize the increase requested. ("2954.10")*

Aye  Nay

*Randy C. Ward*  
Randy C. Ward, Chairman

Aye  Nay

*Robert J. Nichols*  
Robert Nichols

Aye  Nay

*J. Michael Slough*  
J. Michael Slough

**APPROPRIATIONS COMMITTEE**

Aye  Nay

*Absent*  
William J. Schedel, Jr.

**DATE: May 14, 2013**

Aye  Nay

*R. Ronald Monday*  
R. Ronald Monday

**LEGISLATION** *✓*

Aye  Nay

*Absent*  
W. Jerry Murray

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
May 21, 2013**

ORDINANCE NO. 2012-100 (EMA)

*Mayor referred this to the 1/8/13 Appropriations Committee mtg where it was tabled*

AN ORDINANCE AUTHORIZING THE MAYOR AND THE DIRECTOR OF PUBLIC SAFETY OF THE CITY OF FINDLAY, OHIO, TO ENTER INTO A CONTRACT WITH HANCOCK COUNTY EMERGENCY MANAGEMENT AGENCY TO DEVELOP AN EMERGENCY OPERATION PLAN THAT WILL ENCOMPASS ALL POLITICAL SUBDIVISIONS OF HANCOCK COUNTY, DEVELOP A TRAINING PROGRAM, AND COORDINATE THE EMERGENCY MANAGEMENT ACTIVITIES OF ALL THE POLITICAL SUBDIVISIONS ACCORDING TO THE DUTIES AND REQUIREMENTS OF SECTION 5502.27 OF THE OHIO REVISED CODE, AND DECLARING AN EMERGENCY.

2013-024

*(flood damage reduction ordinance)*

Third reading

AN ORDINANCE REPEALING CURRENT CHAPTER 1351 OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO AND IN ITS PLACE, ENACTING A NEW CHAPTER 1351 TO BE KNOWN AS THE FLOOD DAMAGE REDUCTION ORDINANCE.

2013-026

*(Dietsch Brothers rezone)*

Second reading

AN ORDINANCE AMENDING CHAPTER 1100 ET SEQ OF THE CODIFIED ORDINANCES OF THE CITY OF FINDLAY, OHIO, KNOWN AS THE ZONING CODE BY REZONING THE FOLLOWING DESCRIBED PROPERTY (REFERRED TO AS DIETSCH BROTHERS REZONE) WHICH PREVIOUSLY WAS ZONED "I1 LIGHT INDUSTRIAL" TO "C3 DOWNTOWN COMMERCIAL".

**City of Findlay**  
**Office of the Director of Law**

318 Dorney Plaza, Room 310  
Findlay, OH 45840  
Telephone: 419-429-7338 • Fax: 419-424-7245

**Donald J. Rasmussen**  
Director of Law

MAY 21, 2013

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, MAY 21, 2013 MEETING.

**RESOLUTIONS**

018-2013 A RESOLUTION COMMENDING WILLIAM DOMME FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

**ORDINANCES**

2013-029 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

## RESOLUTION NO. 018-2013

### A RESOLUTION COMMENDING WILLIAM DOMME FOR THE EXCELLENCE OF HIS SERVICES TO THE CITY OF FINDLAY, OHIO.

WHEREAS, William Domme, who served the City of Findlay, Ohio twenty-two (22) years as a dedicated loyal employee, retired May 03, 2013. Bill began his career as a Probationary Patrolman in the Police Department on July 22, 1990 before being promoted to Police Officer Class B on August 4, 1991 where he was appointed as the department's first Bicycle Officer in April of 1994 before being promoted as a Uniform Investigator for Detectives on April 20, 1997, and then as a Uniform Investigator to Regular Plain Clothes Detective on August 10, 1997, a position he held until his retirement, and;

WHEREAS, He was a member of the departments Emergency Response Team as a negotiator, he received extensive training as a negotiator helping to resolve many serious incidents with no injuries. He was also trained to investigate Internet Crimes Against Children, and;

WHEREAS, On September 16, 1991, Bill received a letter of commendation from the then Safety-Service Director of the City of Findlay for his involvement and actions taken during a potential suicide that took place on September 7, 1991. He also received a letter of commendation from the then Chief of Police for his thorough investigation of a deceased individual found on July 29, 1992 where the individual had been missing for approximately a month. He also received a letter of commendation from the then Mayor of the City of Findlay on November 8, 2006 for his professionalism and persistence during a barricaded subject call on November 7, 2006, and;

WHEREAS, Bill received numerous letters of appreciation from citizens and former City of Findlay leaders for his involvement, acts of kindness and professionalism during various incidents. He has worked many high profile criminal cases and acted as a liaison with many other law enforcement agencies, both Federal, State and Local exhibiting professionalism and fostering cooperation, and;

WHEREAS, Bill was selected as Officer of the Month for the months of September 1994, July 1997, and February 1998, and;

WHEREAS, during his service to the City of Findlay, Ohio, Bill has performed as an outstanding public servant in a loyal and dedicated manner to the citizens of Findlay through his responsibilities within the Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Findlay, State of Ohio:

SECTION 1: That the said William Domme be and he is hereby commended for his long and loyal services to this city, and that this Council extends its best wishes to him upon his retirement.

SECTION 2: This Resolution shall take effect and be in force from and after the earliest period provided by law.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_



**ORDINANCE NO. 2013-029**

**AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.**

BE IT ORDAINED by the Council of the City of Findlay, State of Ohio, two-thirds (2/3) of all members elected thereto concurring:

SECTION 1: That the following sums be and the same are hereby appropriated:

FROM:	General Fund	\$ 4,500.00
TO:	Parks Maintenance #21034000-other	\$ 4,500.00
FROM:	General Fund (Sidewalk Bond)	\$10,000.00
TO:	Engineering Department #21021000-other	\$ 10,000.00
FROM:	General Fund	\$ 2,954.10
TO:	Disaster Services #21013000-other	\$ 2,954.10

SECTION 2: This Ordinance is hereby declared to be an emergency measure necessary for the immediate preservation of the public peace, health and safety of the inhabitants of the City of Findlay, Ohio, and for the further reason it is immediately necessary to appropriate said funds so that the 2013 Adopt-A-Tree program may proceed, so that the sidewalk construction in the Palms Subdivision, West Sandusky Street area may be completed, and so that participation with EMA may continue,

WHEREFORE, this Ordinance shall take effect and be in force from and after its passage and approval by the Mayor.

\_\_\_\_\_  
PRESIDENT OF COUNCIL

\_\_\_\_\_  
MAYOR

PASSED \_\_\_\_\_

ATTEST \_\_\_\_\_  
CLERK OF COUNCIL

APPROVED \_\_\_\_\_