

# FINDLAY CITY COUNCIL AGENDA

REGULAR SESSION

OCTOBER 7, 2014

COUNCIL CHAMBERS

## ROLL CALL of 2014-2015 Councilmembers

### ACCEPTANCE/CHANGES TO PREVIOUS CITY COUNCIL MEETING MINUTES:

Acceptance or changes to the September 16, 2014 Regular Session City Council meeting minutes.

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

### PROCLAMATIONS – none.

### RECOGNITION/RETIREMENT RESOLUTIONS – none.

### WRITTEN COMMUNICATIONS – none.

### ORAL COMMUNICATIONS – none.

### PETITIONS – none.

### REPORTS OF MUNICIPAL OFFICERS AND MUNICIPAL DEPARTMENTS:

Treasurer's Reconciliation Report – August 31, 2014.

Officer/Shareholders Disclosure Form from the Ohio Department of Commerce Division of Liquor Control for Shree Sai Charan LLC, dba Luckys Carryout, located at 221 Crystal Avenue Unit C, Findlay, Ohio for a C1 and C2 liquor permit. This requires a vote of Council.

Gregory R. Home, Chief of Police – Shree Sai Charan LLC, dba Luckys Carryout, located at 221 Crystal Avenue Unit C, Findlay, Ohio. A check of the records shows no criminal record on the following:

Yagnesha Malaviya  
Premal Malaviya

Findlay City Board of Health minutes – July 16, 2014 and August 20, 2014.

#### Public Works Superintendent Matt Stoffel – Hancock Parks Grant

Each year, a Hancock Parks Grant is offered to communities within Hancock County to improve their park systems. The grant is then divided among the communities that request the available funds. These funds are at no cost to the community and do not require matching funds. In the past, funding has been requested to improve the City's parks systems which have completed many projects using these grant dollars.

His first request this year is that renovations to the Riverside Park Band Shell be the focus of the grant. The initial grant request is for \$9,000.00 to power wash the entire building, have the brick tuckered and sealed or repaired, and concrete work done to the roof cap which is deteriorating. If this first request is denied, the second request is to do roofing work to the shelter houses at Riverside Park. That request would be for the sum of \$5,000.00.

Council's approval of these requested projects is the last stop in the grant process and is needed in order to continue to improve the City's park systems. This requires Council's confirmation.

#### Service-Safety Director Paul Schmelzer – Airport Improvements (AIP-24), Airfield Electrical and Drainage project no. 35233000

Earlier this year, construction of this project was completed and all invoices have been received. Due to a backlog and delay at the FAA, there is one invoice from Brint Electric that has not been paid. In order to continue a valued relationship with Brint Electric, it is proposed that funds be made available to pay their invoice. Legislation to appropriate funds is requested. Ordinance No. 2014-082 was created. Needs to be referred to the Appropriations Committee.

FROM: CIT-Capital Improvements	\$ 6,993.00
TO: Airport AIP-24 project #35233000	\$ 6,993.00

#### Service-Safety Director Paul Schmelzer – OPWC application for W Lincoln St and W Hardin St sewer separations project #32542600 & 32542700

The City is preparing to submit a grant application for funding from the Ohio Public Works Commission (OPWC). The application will pay for a portion of the costs to make improvements to separate the combined sewers on West Lincoln Street and West Hardin Street between Liberty Street and Western Avenue. The request is for three hundred fifty thousand dollars (\$350,000.00) in funding toward a total estimated project cost of five hundred thousand dollars (\$500,000.00) shown in the current Capital Improvement Plan to be funded from the Sewer and Storm Water Funds in 2015. Legislation authorizing City representatives to sign the grant application and agreement for funding if the grant is awarded is requested. Ordinance No. 2014-083 was created.

#### Service-Safety Director Paul Schmelzer – McLane CRA agreement

McLane Company, Inc. is under construction at their new facility across from Lowe's Distribution on CR 99. The Community Reinvestment Area legislation that Council adopted last year was an important part of their decision making progress. The Administration has been working with McLane on an agreement in which McLane will apply five hundred thousand dollars (\$500,000.00) toward the construction of the public improvements at the new industrial park where they are located. The Alliance on a JobsOhio application to provide an additional six hundred thirty-seven thousand dollars (\$637,000.00) toward the project. Together, these funds will cover the cost of the construction. Upon completion, Findlay will have a new industrial park with no impact to the City's Capital Improvement Fund. This collaboration between the public and private sector is economic development at its finest. Many thanks to the Alliance for their efforts and McLane for their investment in our community. Legislation to enter into a contract is requested. Ordinance No. 2014-084 was created.

**Service-Safety Director Paul Schmelzer – 2014 jail fee appropriation**

In a prior appropriation meeting, an increase in jail fees was discussed. Most of the 2014 budgeted amount has been used for this and more funds are needed to cover the remainder of 2014. Early estimates for the additional amount needed approached three hundred fifty thousand dollars (\$350,000.00). It is estimated that two hundred thirty thousand dollars (\$230,000.00) is needed to finish out the year. This is based on a projection of past occupancy levels for the last quarter of the year and includes some estimated cost for medical care, which is always a variable. Legislation to appropriate funds is requested. Ordinance No. 2014-085 was created.

FROM: General Fund \$ 230,000.00  
TO: General Expense #21010000-other \$ 230,000.00

**Service-Safety Director Paul Schmelzer – Public Works fuel**

After the conclusion of this past winter, it was necessary to appropriate funds to the Public Works (Streets, Parks, Traffic and Cemetery) departments to cover the overtime required to plow the streets. The decision to appropriate funds for fuel was deferred until later in the year so that we could determine a closer approximation of what would be needed. It is now time to appropriate funds necessary to complete the year. The amounts below represent the additional funds required to cover fuel, natural gas, and power needed due to the harsh winter. There is also a small appropriation to Disaster Services for power.

An appropriation from the General Fund will shore up the SCM&R Fund between now and the collection of additional revenue. Legislation to appropriate funds is requested. Ordinance No. 2014-085 was created.

FROM: General Fund \$ 13,500.00  
TO: Parks Maintenance #21034000-other \$ 8,000.00  
TO: Cemetery #21046000-other \$ 4,500.00  
TO: Disaster Services #21013000-other \$ 1,000.00  
  
FROM: General Fund \$ 150,000.00  
TO: SCM&R Fund \$ 150,000.00  
  
FROM: SCM&R Fund \$ 62,500.00  
TO: SCM&R #22040000-other \$ 60,000.00  
TO: Traffic #22043200-other \$ 2,500.00

**Service-Safety Director Paul Schmelzer – annual liability insurance**

Previously appropriated funds in various department budgets are requested to be allocated for the City's annual liability insurance. The City's insurance agent changed insurance carriers for the City to secure savings. While securing significant savings in the vehicle and property insurance, the liability insurance increased more than what was budgeted. Legislation to transfer funds is requested. Resolution No. 035-2014 and Ordinance No. 2014-085 were created.

Ordinance No. 2014-085:  
FROM: Self Insurance Fund \$ 48,329.74  
TO: Self Insurance #26066000-other \$ 48,329.74  
  
Resolution No. 035-2014:  
FROM: Police Department – personal services \$ 13,375.74  
TO: Police Department – other \$ 13,375.74

**Civil Service Commission Chairman Charles Clapper – resolution of transfer**

The Civil Service Commission will post and conduct a promotional examination for the rank of Lieutenant for the Findlay Police Department. An active promotional list does not currently exist. Lieutenant Scott Lowry will be retiring from the Police Department effective May 1, 2015. Legislation to transfer funds for a promotional test for the Police Department is requested. Resolution No. 035-2014 was created.

FROM: Civil Service #21007000-personal services \$ 1,200.00  
TO: Civil Service #210071000-other \$ 1,200.00

**City Income Tax Monthly Collection Report – September 2014.**

**City Planning Commission agenda – October 9, 2014; minutes – September 11, 2014.**

**Findlay Police Department Activities Report – September 2014.**

**Traffic Commission minutes – September 15, 2014.**

**Findlay Municipal Court Activities Report – September 2014.**

**N.E.A.T. Departmental Activity Report – September 2014.**

**COMMITTEE REPORTS – none.**

## **LEGISLATION**

### **RESOLUTIONS:**

**RESOLUTION NO. 034-2014** (*no PO created*)

**first reading**

A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).

**RESOLUTION NO. 035-2014** (*PD promotional testing; City's annual liability insurance*)

**first reading**

A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS AND DECLARING AN EMERGENCY.

### **ORDINANCES:**

**ORDINANCE NO. 2014-081** (*H-GAC purchasing agreement for FFD new fire truck*)

**second reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH THE HOUSTON-GALVESTON AREA COUNCIL (HEREINAFTER REFERRED TO AS "H-GAC") TO PARTICIPATE IN A JOINT COOPERATIVE PURCHASING PROGRAM OPERATED BY H-GAC, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2014-082** (*Airport Improvements (AIP-24) Airfield Electrical and Drainage project no. 352330002014*)

**first reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2014-083** (*OPWC application for W Lincoln St and W Hardin St sewer separations project #32542600 & 32542700*)

**first reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION (OPWC) FOR THE WEST LINCOLN STREET AND WEST HARDIN STREET SEWER SEPARATIONS PROJECT NOS. 32542600 AND 32542700, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2014-084** (*McLane CRA agreement*)

**first reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A DEVELOPMENT AGREEMENT WITH McLANE COMPANY, INC. TO FORMALIZE THE FINANCIAL CONTRIBUTION BY THE McLANE COMPANY, INC. TOWARD THE PUBLIC IMPROVEMENTS AT THE NEW INDUSTRIAL PARK WHERE THEIR NEW FACILITY WILL BE LOCATED, AND DECLARING AN EMERGENCY.

**ORDINANCE NO. 2014-085** (*jail fees ;Public Works fuel; City's annual liability insurance*)

**first reading**

AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.

## **UNFINISHED BUSINESS**

OLD BUSINESS

NEW BUSINESS



## 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 August 31, 2014

#### TREASURER

Fifth Third Initial  
Balance 4,047,901.14  
- Withdrawals () (5,768,201.42)  
+ Deposits 5,367,181.31  

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Ending Balance 3,646,881.03

- Outstanding checks () (1,410,247.97)  
Auditor's adjustment

Bank Adjustment  
+ Outstanding error

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Treasurer's Checking  
Bal 2,236,633.06

Investment Principal 52,146,770.93  
Accrued Bond Interest 269.20

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Treasurer's Total Cash  
and Investments 54,383,673.19

#### AUDITOR

Auditor's Checking Bal 2,236,633.06

Auditor's Total Cash  
and Investments 54,383,673.19

Respectfully submitted,

Susan Jo Hite  
Treasurer



# City of Findlay

Lydia Mihalik, Mayor

## POLICE DEPARTMENT

Gregory R. Horne, Chief of Police

318 Dorney Plaza, Room 207 • Findlay, OH 45840

Phone: 419-424-7194 • Fax: 419-424-7296

[www.findlayohio.com](http://www.findlayohio.com)

September 15, 2014

The Honorable Council:

A check of the records of this office shows no criminal record on the following:

Yagnesha Malaviya  
Premal Malaviya

Shree Sai Charan LLC, DBA Luckys Carryout, 221  
Crystal Avenue Unit C, Findlay, Ohio 45840

Sincerely,

A handwritten signature in blue ink, appearing to read "Gregory R. Horne", is written over a faint, larger version of the same signature.

Gregory R. Horne  
Chief of Police

**NOTICE TO LEGISLATIVE  
AUTHORITY**

**OHIO DIVISION OF LIQUOR CONTROL**  
6806 TUSSING ROAD, P.O. BOX 4005  
REYNOLDSBURG, OHIO 43068-9005  
(614)644-2360 FAX(614)644-3166

TO

8112255 <small>PERMIT NUMBER</small>			TRFO <small>TYPE</small>	SHREE SAI CHARAN LLC DBA LUCKYS CARRYOUT 221 CRYSTAL AV UNIT C FINDLAY OHIO 45840
06	01	2014 <small>ISSUE DATE</small>		
09	10	2014 <small>FILING DATE</small>		
C1 C2 <small>PERMIT CLASSES</small>				
32	044	A	F12718 <small>RECEIPT NO.</small>	

FROM 09/12/2014

9053072 <small>PERMIT NUMBER</small>				TRIPLE R INVESTMENTS LTD DBA LUCKYS CARRYOUT 221 CRYSTAL AV UNIT C FINDLAY OHIO 45840
06	01	2014 <small>ISSUE DATE</small>		
09	10	2014 <small>FILING DATE</small>		
C1 C2 <small>PERMIT CLASSES</small>				
32	044		<small>RECEIPT NO.</small>	



MAILED 09/12/2014

RESPONSES MUST BE POSTMARKED NO LATER THAN, 10/14/2014

**IMPORTANT NOTICE**

PLEASE COMPLETE AND RETURN THIS FORM TO THE DIVISION OF LIQUOR CONTROL  
WHETHER OR NOT THERE IS A REQUEST FOR A HEARING.

REFER TO THIS NUMBER IN ALL INQUIRIES A TRFO 8112255

(TRANSACTION & NUMBER)

(MUST MARK ONE OF THE FOLLOWING)

WE REQUEST A HEARING ON THE ADVISABILITY OF ISSUING THE PERMIT AND REQUEST THAT  
THE HEARING BE HELD  IN OUR COUNTY SEAT.  IN COLUMBUS.

WE DO NOT REQUEST A HEARING.

DID YOU MARK A BOX? IF NOT, THIS WILL BE CONSIDERED A LATE RESPONSE.

PLEASE SIGN BELOW AND MARK THE APPROPRIATE BOX INDICATING YOUR TITLE:

(Signature)

(Title) -  Clerk of County Commissioner

(Date)

Clerk of City Council

Township Fiscal Officer

**CLERK OF FINDLAY CITY COUNCIL  
MUNICIPAL BLDG RM 114  
318 DORNEY PLAZA  
FINDLAY OHIO 45840-3346**

LLC / PARTNERSHIP CROSS REFERENCE  
DISPLAY

PGECG

8112255 PERMIT NBR  
SHREE SAI CHARAN LLC  
DBA LUCKYS CARRYOUT  
221 CRYSTAL AV UNIT C  
FINDLAY OHIO 45840

\*\*\*\*\*

▶ YAGNESHA MALAVIYA  
PREMAL MALAVIYA

09/10/2014 ACTIVE  
09/10/2014 ACTIVE

5% MEMSHIP  
5% MEMSHIP

PA2-KEY = END SESSION, CLEAR-KEY = END OPTION, ENTER-KEY = TO CONTINUE

## FINDLAY CITY BOARD OF HEALTH MINUTES

REGULAR SESSION

July 16, 2014

FINDLAY CITY HEALTH DEPARTMENT

**Members Attendance:**

A 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  
A Dr. Robert McEvoy  
X 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

**Guest:**

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

**Minutes:** Board President Cline called for a motion to approve both the May 21, 2014 and June 18, 2014 minutes. (May minutes were not previously approved due to lack of quorum in June.)

**Mr. Alge moved to accept the minutes from both May 21 and June 18, 2014 as circulated.**

Seconded by Mrs. Work. Motion carried 4-0. Filed

### HEALTH COMMISSIONER REPORT

1. Dr. Mills recently received a letter from community member Cheryl Buckland. This letter was also sent to Mayor Mihalik, the University of Findlay's Dr. Fell, and Blanchard Valley Health System's Scott Malaney. The letter highlights diabetes as a looming crisis in our community. Since diabetes awareness month is November it is appropriate to give this issue attention. The letter informed the reader of work being done in the Toledo area as Promedica has recently opened the Mary Ellen Falzone Diabetes Center which is dedicated to diabetes education and care. The letter questioned what is being done locally in the area of diabetes. Dr. Mills stated that in November we will be looking at a team event similar to what is done during heart month. Dr. Mills has been in contact with Stephanie Parsons at the YMCA as well as Dr. Schroeder in regards to having a diabetes awareness campaign. Dr. Mills also spoke with Elaine Weaver, from the hospital, who is a certified diabetes educator. Dr. Mills feels this may be a good opportunity to work together. Mr. Alge inquired as to whether Dr. Mills had ever spoken with Ms. Buckland previously, to which Dr. Mills responded he had not. Mr. Alge noted that perhaps Dr. Mills should talk to her about other programs and activities that have been done in the past. Mrs Wilhelm noted that both childhood and adult obesity are risk factors for diabetes and have been identified as target areas for the community through the community health assessment and the community health improvement plan. Dr. Mills feels the health department focus should be on education, awareness and prevention.
2. Dr. Mills noted a recent article on the Safe Routes to School Trail that connects West Park to Donnell Middle School. Dr. Mills informed the Board that he has ridden the trail on his bike and that it is 1.35 miles long. The trail comes up 6<sup>th</sup> street and turns toward Donnell near the



Primrose Care Facility. Dr. Mills would like to see the trail extend to Main Street which would be another \$30,000. He has been in contact with Gary Pruitt of the Hancock Park District and has volunteered to work on the Master Trail's committee in an effort to advance the trail plan and improve walkability/bikeability in our community. Dr. Mills invited Board Members to personally check out the trail.

### **DEPUTY HEALTH COMMISSIONER REPORT**

1. Included in the Board Packet was a midyear budget report. This report format was developed by the administration as a way to track month by month expenditures and revenues for each department. The spreadsheet gives a goal of 1 for both expenditures and revenues which indicates whether we are on track with our budgeted expenses and revenues. We currently are at .96 in expenses which means we have spent slightly less than budgeted and we are at 1.13 in revenues which indicates we are ahead of expectations for revenue. Both numbers indicate we are in a good position midway through 2014. Mrs. Wilhelm noted there has recently been a slight lag in payments from ODH as they make the transition into a new fiscal year. There are actually some outstanding payments due from Help Me Grow, BCMH and Medicaid Claiming which, when received, would actually put us in a little better position.
2. After the 2011 Community Health Assessment our local coalition put together a three year Community Health Improvement Plan which takes us through to July 2015. At our last Be Healthy Now Coalition meeting the decision was made to start preparing to do the next assessment in the spring of 2015. The Findlay City Health Department acted as the fiscal agent for the last assessment and Mrs. Wilhelm has volunteered to handle that task again. She will be making contacts with potential funders in the next few months and has submitted a letter of intent to the Community Foundation to apply for a grant to "backfill" the rest of the needed funding. Mrs. Wilhelm informed the Board that when she applied for the recently awarded CFHS grant she was able to budget some funding toward health assessment. This money will be available to use as our contribution to this health assessment process.
3. Mrs. Wilhelm also distributed the monthly activity report which was not completed in time to be included in the Board Packet.

### **NURSING REPORT**

1. Within our community it has been noted that many children are not being identified with developmental needs until they are ready to enter kindergarten. It has been decided to try to do targeted outreach at some of our vaccine clinics in an effort to reach these children and parents earlier.
2. Mrs. Bern shared the good news that Shannon Kasselder has now been able to complete enough training and certification to begin making Help Me Grow home visits independently.

It took about 4 months to complete enough of the required training and Mrs. Bern noted that was actually fairly quick in government time. Ms. Kasselder will still need to complete some additional training but she can now function and bill independently. She informed the Board we will also need to purchase some hearing testing equipment that will be needed for Help Me Grow that will likely cost nearly \$5000. Mr. Cline asked if that will need to be a made as a Capital Improvement request to which Mrs. Wilhelm responded we will not need to do this if the purchase is under \$5000. She further noted that some money was budgeted for the Help Me Grow program with this year's budget and she feels we be able to make the purchase.

### **ENVIRONMENTAL HEALTH REPORT**

1. Last week Mr. Niese was asked to talk to a group at the Family Center about bedbugs. Mr. Niese did a presentation and answered questions for the group which included Christian Clearinghouse, Associated Charities, Caughman Clinic and others. The impetus behind the talk stemmed from the charitable organizations providing financial assistance to individuals with bedbug issues and then having concerns as to whether this was the best use of the money. They typically give individuals \$100 to use toward treatment. Mr. Niese noted that typical treatment from commercial exterminators is often \$300 to \$400 dollars per bedroom. There was a discussion regarding the best way to help individuals in need. It may be more helpful to provide actual items like plastic mattress covers and plastic containers. Over the counter treatments, while lower in cost, are often not effective. There is no easy answer to handling the issue of bedbugs but Mr. Niese felt it was a good discussion. Mr. Niese left the group with information on addressing and preventing bedbugs as well as renter responsibility regarding bedbugs that could be passed on to their clientele.

### **EMERGENCY RESPONSE / EPI REPORT**

1. Mr. Masters informed the Board of a recent training he conducted at GSW Manufacturing on July 10<sup>th</sup>. Kathy Dulaney, Training and Safety Supervisor, has requested Mr. Masters the last several years to provide information to the employees on blood borne pathogens and effective hand washing. Mr. Masters utilized Mrs. Bern's hand washing training kit called "Glo Germ" to illustrate how contaminants can easily be spread from people to surfaces and from surfaces to people, and why it is important to spend a little extra time washing their hands. Mr. Masters may have another opportunity to speak to the 160 employees in the fall regarding Norwalk virus and influenza; emphasizing the importance of receiving the flu vaccine and hand hygiene.
2. Mr. Masters spoke to the Board about a food service worker who had recently tested positive for both *Shiga toxin-producing E. coli (STEC)* and *Salmonella*. The case and several other close contacts had purchased a group of 5 day-old calves from a supplier in a southwest Ohio county, whereby approximately 40% of the calves purchased died. The case and the other people had been in close contact with calves that experienced diarrhea

and several people in the group became ill with similar symptoms. Mr. Masters had communication with the manager at the food service operation and advised her of the situation. Since many of the cases were in a contiguous county, Mr. Masters called the Epidemiologist for that county and explained the situation for further follow up. Mr. Masters learned that from that same group, via the Epidemiologist, that a child of one the contacts in this event tested positive for *Campylobacter*. These diseases are commonly found in livestock.

Mr. Masters explained that he is currently working with the case to collect stool samples to clear the case for return to work.

3. Mr. Masters provided an update to the Board on the measles outbreak in Ohio. Currently, it appears that the cases have slowed significantly and have been holding at 368 confirmed cases as of 7/15/14. This is most likely due to the number of vaccinations that have been given in the northeast Ohio region (approximately 10,500) to prevent further spread. Ohio still accounts for approximately 64% of the total number of measles cases in the U.S. this year.

#### **PLUMBING REPORT**

1. Mr. Helms had no report.

#### **MEETING REQUESTS**

(Travel requests include those submitted for the June Board of Health Meeting.)

#### **Mrs. Work moved to approve the travel requests;**

1. Chad Masters to attend quarterly state epidemiologist meetings in Reynoldsburg for PHEP grant year 2014-2015
2. June 20, 2014: Eight staff members to Bridges Out of Poverty Training in Findlay. Cost \$200
3. June 27, 2014: Eric Helms to Summer Education Series for Plumbing Inspectors. Erie County Health Department. No cost.
4. September 2-3, 2014: Shannon Kasselder to HIV Prevention Counseling Training. Toledo OH. Cost: Lunch

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

## **OLD/UNFINISHED BUSINESS**

As a member of the merger committee Mr. Alge informed those present that the committee has met several times with additional meetings already scheduled. The committee is currently looking at the organizational chart. There is a consulting group facilitating the process. This consulting group consists of Jan Ruma and Britney Ward from the Hospital Council of Northwest Ohio as well as Steve Wermuth who is a former health commissioner and ODH employee. Mr. Alge felt the most recent meeting was very beneficial as it was attended by Joe Mazzola and Kelly Friar from ODH who were able to provide some further insights. Mr. Alge reminded everyone that this merger committee consists of representatives from the city and county board of health and several other community representatives and it was necessary to cut through some of the background with the consultants as this topic has been discussed for an extended period of time. The DAC had already scheduled a meeting in August as they are wanting an update and Mr. Alge felt this will be a great opportunity for their members to be apprised on what is going. Contracts from other health districts such as Erie County will be looked at as Mr. Alge noted an underlying concern seems to be the statute we would work under regarding board representation. Both City Law Director Don Rasmussen and Asst. County Prosecutor Cindy Land have been involved in the discussion as to how those issues would be resolved. It appears we are moving toward a 7 member board with three representatives appointed by the DAC, three appointed by the Mayor and approved by City Council and 1 appointed from the Licensing Council. It was also pointed out that no matter what may have been the issues in the past, accreditation is now a major issue in this merger and everyone will need to recognize the importance of moving toward accreditation.

Financial issues still seem to be a continuing concern and Mr. Wermuth, who was a health commissioner for the combined Clark County Health Department, pointed out that there are already systems in place with the budgeting process. You run the health department like a business by figuring how much money you are going to spend per capita and you establish a budget and stay within that budget. Part of the committee's responsibility will be to really work with the organizational chart and project a cost for a combined health department. Mr. Alge noted there were several comments and compliments to our city health department regarding our ability, through grant seeking and other measures, to bring additional funding into the department to reduce the actual cost to the city. Mr. Alge felt this helped the county side see the financial piece in a little different perspective and that the townships need not be driven under by the demands of the health department.

In August there will be a meeting at the county's current health department location to look at the facilities to see if there is adequate space and arrangement of space.

The Board thanked Mr. Alge for all the work he had contributed to this process

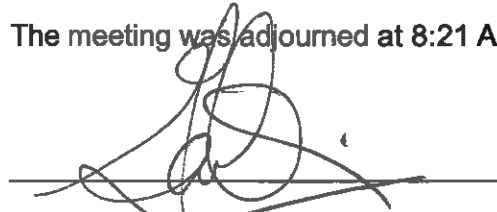
## **NEW BUSINESS**


None

**EXPENSES**

**Mrs. Work moved to approve both the June and July expenses, as circulated, for payment by the City Auditor. Seconded by Mr. Niemeyer. Motion carried 4 – 0. Filed.**

The meeting was adjourned at 8:21 A.M.

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

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

FINDLAY CITY BOARD OF HEALTH MINUTES

REGULAR SESSION

August 20, 2014

FINDLAY CITY HEALTH DEPARTMENT

**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
- X 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

**Guest:** Paul Schmelzer

**Call to Order:** In the absence of the Mayor, Board President Cline called the meeting to order at 7:33 A.M.

**Minutes:** Board President Cline called for a motion to approve the July 16, 2014 minutes. Mr. Alge clarified that in the first paragraph, under old business, it should read the Board representatives would be 3 appointed by the DAC and 3 appointed by the Mayor and approved by City Council. Mr. Alge moved to accept the minutes from the July 16, 2014 as circulated with the above clarification. Seconded by Mrs. Work. Motion carried 3-0. Filed

The Mayor, Dr. McEvoy and Mr. Niemeyer arrived after the vote with Mayor Mihalik running the meeting from this point.

**HEALTH COMMISSIONER REPORT**

1. Dr. Mills noted he has had some recent questions from his patients regarding the drinking water as a result of the recent water ban in Toledo. Dr. Mills has spoken with our local water treatment plant superintendent about this. For a few days in early August the Toledo Mayor had to inform residents they could not drink the water. This affected restaurants, businesses and households. It was a very stressful event. The culprit in all of this as a toxin called microcystin which is found in algae blooms. Water Superintendent Jeff Newcomer informed Dr. Mills that the water is tested regularly for up to 52 different contaminants. Dr. Mills felt that it is important to reassure our citizens that Findlay water is safe. Mrs. Wilhelm added that Jeff Newcomer and his staff at the water treatment plant contacts the health department directly whenever a boil advisory is issued or there is a potential problem with the water.
2. Dr. Mills is also planning for Diabetes Awareness Month in November and is working with Dr. Schroeder on conducting a community awareness presentation along with newspaper and radio spots.

## DEPUTY HEALTH COMMISSIONER REPORT

1. The health department recently received a check for \$5000 from Hancock Wood Electric Cooperative for Safe Kids to help with the cost of the Findlay Fire Department's Project SAFE (Smoke Alarms For Everyone). The fire department has distributed fire alarms to city school children in the past and this year they will be expanding the program to include all county schools as well as all home schooled children in Hancock County as well. Distribution will take place in October as part of Fire Safety Week.

Mrs. Wilhelm also informed the Board of a grant RFP that was released in early August through the Ohio Department Health called Creating Healthy Communities. This is a 5 year grant for \$95,000 per year. The purpose of the grant is cross sector collaboration to improve access to healthy food, to increase opportunities for physical activity and to ensure tobacco free living. These objectives are in line with what we are trying to accomplish. Mrs. Wilhelm informed the Board that she recently brought this grant to the merger committee because one of the requirements of the grant is that awardees have a full time grant coordinator and she did not want this to be an issue for them. This grant will only be competitive this year and for the following 4 years will be renewable so we will not have another opportunity to get this funding for another 5 years. The merger committee advised Mrs. Wilhelm to "go for it" and so she is bringing it to the Board for their comments. Hearing none she will begin taking the necessary steps to apply for this grant.

The merger committee also asked Mrs. Wilhelm to work on a Local Government Innovations Fund grant. There are two types of LGIF grants; one is for a feasibility grant for \$50,000 and this grant would help us evaluate the viability of using the current Hancock County Health Department location at County Road 140. The second opportunity would be for a \$100,000 implementation grant and that money could then be used to act on the recommendations of the feasibility grant.

2. Mrs. Wilhelm received a request from an employee at Litter Landing to provide CPR training to their employees. She noted that she had provided no cost training to county employees a number of years ago when she received an AED grant from the Community Foundation. She inquired of the Board if they wanted her to provide this training for them and if so should she charge a fee. Mr. Cline felt that having trained personnel at Litter Landing would be great since there are often members of the public out there and that providing this training is important.
3. Kurt Schroeder R.S. is currently listed as a Sanitarian II and has fulfilled the requirements listed in the job description to become a Sanitarian III. Mrs. Wilhelm reminded the Board that when he hired in with the health department initially he was actually started at a lower salary as he started in January when the budget was set for a Sanitarian-in-training. This was despite the fact that he had previous experience as an Environmental Health Director at a neighboring health department. Mrs. Wilhelm has discussed this with EH Director Niese who has confirmed that Mr. Schroeder is doing an excellent job and has taken on added

responsibilities such as mosquito spraying and is in charge of all school inspections. There is money in the budget to support this move. Mrs. Work noted that having a well-trained employee is certainly a plus. Mrs. Work moved to advance Kurt Schroeder from a Sanitarian II to a Sanitarian III. Seconded by Mr. Alge. Motion carried 5-0. Filed.

## NURSING REPORT

1. Things have been running smoothly with the nursing division. Mrs. Bern reports that new Public Health Nurse Shannon Kasselder is approaching 6 months with the department and is about 75% completed with required trainings. Availability of trainings and the number of trainings required makes this a long process. Even though she still has some training to complete the BCMH billing has doubled and the Help Me Grow clients have doubled since she has come on board. Mrs. Bern noted she is doing a great job. With the addition of Ms. Kasselder in the Help Me Grow program we have also been able to increase outreach including reaching out to the high school.
2. A partial shipment of our flu vaccine has arrived and Mrs. Bern hopes to start vaccinating by the end of the month. We have some requests from businesses to vaccinate employees and this will likely be where we start. Mrs. Work asked what we are seeing in the spring with flu cases since vaccination seems to be starting earlier. Dr. McEvoy noted that CDC allows for vaccination as soon as vaccine is received and Mrs. Bern added that manufacturers list coverage as lasting for a year. Dr. Mills inquired as to whether the health department supplies high dose vaccine to which Mrs. Bern replied that we do carry the high dose vaccine for those over 65.

Dr. McEvoy inquired if Mrs. Bern was aware of how many physician offices were supplying vaccinations including child vaccines. Mrs. Bern was not sure of the exact number but it was noted that Arlington Family Practice recently began referring patients to the health department for vaccine after an issue with their refrigerators. Dr. McEvoy further noted that issues with adequate reimbursement from insurance companies have surfaced and Mrs. Bern shared this concern as she is carefully watching reimbursements from insurance companies to make sure we are covering our costs. We are currently doing well but she does have concerns with how any merger might affect the insurance contracts that we currently have as those contracts will need to be renegotiated if a new entity is formed. We were very proactive and aggressive with obtaining insurance contracts but we are hearing that other health departments are now struggling with getting the same level of reimbursement and some are not able to negotiate contracts at all.

Mayor Mihalik inquired as to whether some sort of survey could be done with local physicians' offices to ascertain their long term plans in regards to vaccination. Mrs. Bern responded that would be possible and she knows that only the two health departments and Caughman Clinic provide vaccine for Medicaid covered children at this time. For these



children there are no other options. Mayor Mihalik felt it would be important to be prepared in this area. We are also starting to see some patients referred from other counties as we have contracts with certain insurance companies that others do not have. Mrs. Wilhelm stated that the merger committee is aware of these issues and that Steve Wermuth from the consulting group has asked to review our insurance contracts with this in mind.

3. Mayor Mihalik informed the group that there is a couple in town that are very passionate about addressing Sudden Infant Death. They have raised money in the past for the hospital to provide onesies instructing parents to place their young children on their back to sleep. The Mayor would like to put them in contact with the health department to help address this issue. Mrs. Bern assured the Mayor that her division would love to work with this couple to spread the message.

### **ENVIRONMENTAL HEALTH REPORT**

1. **Mr. Cline moved to approve the plans and specifications for Bread Kneads Downtown, 540 S. Main St. Suite E.** Seconded by Dr. McEvoy. Motion carried 5-0. Filed.
2. During the merger committee meetings a representative from the Ohio Department of Health suggested a Personnel Assessment for the environmental health division. This is a service the state provides in which they can assess the staffing needs of a department based on the number of inspections, complaints, licenses and programs that are conducted. A representative from ODH will be in our office on September 8 to meet with the environmental health staff and review our programs in order that they may determine proper staffing levels.

### **EMERGENCY RESPONSE / EPI REPORT**

1. Mr. Masters updated the Board on the status of the Ebola outbreak in Africa. The Health Department had received a health advisory from the CDC August 1<sup>st</sup>, on suspected cases and how to evaluate patients. A Health Alert Notification (HAN) was sent out to all healthcare providers and the hospital on August 5<sup>th</sup> with this information. There are currently no cases in the U.S. (except for the 2 healthcare workers who were transported from Africa to Atlanta for treatment and are recovering). The affected areas of Africa are experiencing a 54% mortality rate for those infected with the virus.
2. Mr. Masters informed the Board that he had been notified of an outbreak at a long-term care facility on July 31<sup>st</sup>, where symptoms began on July 27<sup>th</sup>. The initial case was a food service worker who had been ill on July 27<sup>th</sup> with gastrointestinal symptoms. There were 2 additional, non-food service employees and 9 residents who also experienced GI symptoms on subsequent dates. Mr. Masters explained that an attempt was made to collect stool samples from the residents and food service worker, but none were received. Mr. Masters

provided a summary of the investigation, along with guidance on how to reduce future GI illness, to the facility.

The Mayor inquired about how our department receives notification of illnesses or diseases from providers. Mr. Masters explained that he checks the Ohio Disease Reporting System (ODRS), along with Communicable Disease Nurse, Missy Jack, daily to monitor and follow up on those diseases reportable by law. Mr. Masters stated that not all diseases or symptoms are reportable by law and that unless an unusually high trend is seen in certain institutional settings or other venues, it may not be reported to the health department.

3. Mr. Masters also informed the Board that on August 18<sup>th</sup>, it was discovered that the MRC trailer was stolen. Mr. Masters filed a police report that day, which will be turned into the insurance company for purchase of another trailer. Arrangements have been made to secure the trailer at another location.

### **PLUMBING REPORT**

1. Mr. Helms reported business as usual. In discussions with other plumbing inspectors around the state he feels we are lucky with the amount of work that is going on in our area. New plumbing permits are remaining steady.

### **MEETING REQUESTS**

Mrs. Wilhelm clarified that she has only received a save the date for the Baby & Me Tobacco Free program so she is not sure of the cost but the CFHS grant will cover the expense for this. In addition the Parents As Teachers training is required for Help Me Grow and there are a limited number of these training held nationwide. Normally she would try to schedule trainings that are closer to home but Ms. Kasselder has a brother that lives in Chicago so she will be staying with him and this will cut down on the cost and still allow her to complete this required training. Mrs. Wilhelm reminded the Board that we had to send Mrs. Bern to this training in Michigan last year. Finally Mrs. Wilhelm noted that on October 3<sup>rd</sup> there is a celebration for the completion the Ohio Strategic Prevention Framework Grant. This was a grant received by the ADAMHS Board and as a member of the Strategic Prevention Team that worked on the grant implementation the ADAMHS Board has invited her to attend with them.

#### **Mrs. Work moved to approve the travel requests;**

1. October 9, 2014: Shannon Kasselder and Becky Bern to Help Me Grow, *Great Beginnings Start Before Birth*, Ottawa Ohio. Cost: lunch
2. Sept. 22-24, 2014: Barb Wilhelm to AOHC Fall Conference Dublin Ohio. Cost \$330 Registration, \$262 lodging.
3. Sept. 4, 2014: Noah Stuby and Shannon Kasselder to Baby & Me Tobacco Free Training Columbus Ohio. Cost?

4. Nov. 20-21, 2014: Shannon Kasselder to 2 day Parents As Teachers Implementation Training Chicago, Illinois. Cost Registration, mileage and meals.
5. October 3, 2014: Barb Wilhelm to Ohio Strategic Prevention Framework Celebration Columbus, Ohio. No cost.

Seconded by Mr. Alge. **Motion carried 5-0.** Filed

### OLD/UNFINISHED BUSINESS

Mr. Alge mentioned that since the last Board of Health meeting the merger committee did meet at and tour the current county health department location. They committee will be discussing how feasible the use of that building would be for a combined department. Mrs. Wilhelm shared that this would be the purpose behind the Local Government Innovations Fund grant; to assess the building for accessibility, storage, security, privacy etc. Mrs. Wilhelm also felt it would be important to look at technology for this building as well.

Mrs. Wilhelm reported that she met with the merger consultants last Monday to review budget numbers and to look at the organizational chart to begin to envision how that organizational chart might be filled.

Mr. Alge reiterated the value of the consulting group as they seem to be able to diffuse the differences that seem to exist among the committee.

Dr. Mills asked if the committee was also looking at alternative sites for the health department in lieu of renovating an old building. Mr. Alge noted that we may need to defer to the consultants on this as we weigh whether renovation is cost prohibitive.

### NEW BUSINESS

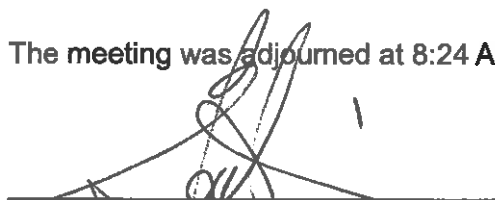
None

### EXPENSES

**Mr. Cline moved to approve the expenses, as circulated, for payment by the City Auditor.**

Seconded by Mr. Niemeyer. **Motion carried 5 – 0.** Filed.

The meeting was adjourned at 8:24 A.M.

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

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



# City of Findlay

Lydia L. Mihalik, Mayor

## PUBLIC WORKS DEPARTMENT

Matthew K. Stoffel, Superintendent

330 North Cory Street • Findlay, OH 45840

Phone: 419-424-7181 • Fax: 419-424-7838

[www.findlayohio.com](http://www.findlayohio.com)

Honorable City Council:

The Hancock Parks Grant is offered each year to communities within Hancock County to improve their park systems. The grant is then divided among the communities that request the available funds. These funds are at no cost to the community and do not require matching funds. In the past, I have asked for funding to improve our parks systems and have completed many projects using these grant dollars.

My first request this year is that renovations to the Riverside Park Band Shell be the focus of the grant. The initial grant request is for \$9,000.00 to power wash the entire building, have the brick tuckered and sealed or repaired, and concrete work done to the roof cap which is deteriorating. If the first choice is denied, my second request is to do roofing work to the shelter houses within Riverside Park. That request would be for the sum of \$5,000.00.

Your approval of the aforementioned projects is the last step in the grant process. Please approve this request so that we can continue to improve our park systems within the City of Findlay.

Thank you for your consideration in this matter.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Matt Stoffel", is written over a blue horizontal line.

Matt Stoffel  
Public Works Superintendent

# Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310  
Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245  
www.findlayohio.com

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

September 29, 2014

Honorable City Council  
Findlay, OH 45840

RE: Airport Improvements (AIP-24), Airfield Electrical and Drainage  
Project No. 35233000

Dear Council Members:

Earlier this year, construction of the above-referenced project was completed, and all invoices have been received. Due to a backlog and delay at the FAA, there is one invoice from Brint Electric that has not been paid. In order to continue a valued relationship with Brint Electric, it is proposed that funds be made available to pay their invoice.

By copy of this letter, the Law Director is requested to prepare legislation appropriating \$6,993 from CIT-Capital Improvements to Airport AIP-24, Project #35233000 for a first reading at the October 7<sup>th</sup> meeting.

In addition, please refer this request to the Appropriations Committee for further discussion. The prepared legislation can then be considered by Council on October 21<sup>st</sup>.

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



## Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310  
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Paul E. Schmelzer, P.E., P.S.  
Service-Safety Director

September 29, 2014

Honorable City Council  
Findlay, OH 45840

RE: OPWC Application  
West Lincoln Street & West Hardin Street Sewer Separations  
Project No's. 32542600 & 32542700

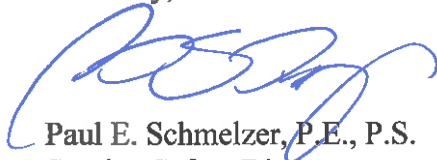
Dear Council Members:

The City is preparing to submit a grant application for funding from the Ohio Public Works Commission (OPWC). The application will pay for a portion of the costs to make improvements to separate the combined sewers on West Lincoln Street and West Hardin Street between Liberty Street and Western Avenue. The request is for \$350,000 in funding toward a total estimated project cost of \$500,000 shown in the current capital improvement plan to be funded from the sewer and storm water funds in 2015.

By copy of this letter, the Law Director is requested to prepare the necessary legislation that will authorize City representatives to sign the grant application and agreement for funding if the grant is awarded.

Thank you for your consideration in this matter.

Sincerely,



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

pc: Don Rasmussen  
Jim Staschiak II  
Steve Wilson



## Office of the Mayor

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[www.findlayohio.com](http://www.findlayohio.com)

Honorable City Council  
Findlay, OH 45840

September 29, 2014

RE: McLANE CRA Agreement

Council Members:

As you are aware, McLane Company, Inc. is under construction at their new facility across from Lowe's Distribution on CR 99. The Community Reinvestment Area legislation that we adopted last year was an important part of their decision making process.

The Administration has been working with McLane on an agreement whereby McLane will put \$500,000 dollars toward the construction of the public improvements at the new industrial park where they are located.

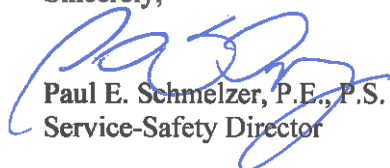
We have also worked with the Alliance on a JobsOhio application to leverage an additional \$637,000 toward the project. Together, these funds will cover the cost of the construction. Upon completion, Findlay will have a new industrial park with no impact to the City's Capital Improvement Fund.

This collaboration between the public and private sector is economic development at its finest. I would like to thank the Alliance for their efforts and thank McLane again for their investment in our community.

I have asked the Law Director for a resolution supporting an agreement between the City and McLane formalizing their financial contribution to the project.

Thank you for your consideration in this matter.

Sincerely,



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

pc: Don Rasmussen  
Jim Staschiak



## Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

[www.findlayohio.com](http://www.findlayohio.com)

September 29, 2014

Honorable City Council

RE: 2014 Jail Fee Appropriation

Members,

In a prior appropriation meeting we discussed the increase in jail fees. We have come close to utilizing the 2014 budgeted amount and need to make an appropriation to cover the remainder of 2014.

Our early estimates for the additional amount needed approached \$350,000. Our current estimate to get us through the end of the year is \$230,000. This number is based on a projection of past occupancy levels for the last quarter of the year, and includes some estimated cost for medical care which is always a variable.

I have requested the Law Director prepare legislation.

Respectfully,



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

pc: Don Rasmussen  
Don Essex  
Jim Staschiak II





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Honorable City Council  
Findlay, OH 45840

September 29, 2014

RE: Public Works Fuel

Council Members:

After the conclusion of this past winter, it was necessary to appropriate funds to the Public Works (Streets, Parks, Traffic and Cemetery) departments to cover the overtime required to plow the streets. The decision to appropriate funds for fuel was deferred until later in the year so that we could determine a closer approximation of what would be needed.

It is now time to appropriate funds necessary to complete the year. The amounts below represent the additional funds required to cover fuel, natural gas, and power needed due to the harsh winter. There is also a small appropriation to Disaster Services for power.

An appropriation from the General Fund will shore up the SCM&R Fund between now and the collection of additional revenue. By copy of this letter, the Law Director is requested to prepare the necessary legislation to appropriate the funds as follows:

FROM:	General Fund	\$13,500
TO:	Parks Maintenance (21034000 – other)	\$8,000
	Cemetery (21046000 – other)	\$4,500
	Disaster Services (21013000 – other)	\$1,000
FROM:	General Fund	\$150,000
TO:	SCM&R Fund	\$150,000
FROM:	SCM&R Fund	\$62,500
TO:	SCM&R (22040000 – other)	\$60,000
	Traffic (22043200 – other)	\$2,500

Thank you for your consideration in this matter.

Sincerely,

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

pc: Don Rasmussen  
Jim Staschiak

# CIVIL SERVICE COMMISSION

318 DORNEY PLAZA,  
MUNICIPAL BUILDING - ROOM 303  
FINDLAY, OHIO 45840  
Telephone (419) 424-7112 • Fax (419) 424-7245

**COMMISSIONERS**  
Charles D. Clapper  
Thomas P. Kemp  
Barbara D. Larick  
Deidre Ramthun – Clerk/Secretary

October 1, 2014

Honorable City Council  
Findlay, Ohio 45840

RE: Resolution of Transfer

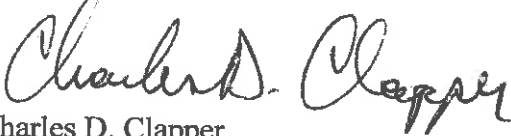
Dear Council Members:

The Civil Service Commission respectfully requests a transfer of funds in the amount of \$1,200.00 from 21007000-“personal services” to 21007000-“other” for a promotional test for the Police Department. Due to the insurance premium holiday, funding is available in the budget.

Thank you very much for your consideration of this request.

Very truly yours,

CIVIL SERVICE COMMISSION



Charles D. Clapper  
Chairman

pc: Don Rasmussen – Director of Law  
Paul Schmelzer – Service-Safety Director  
Jim Staschiak – City Auditor

Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310

Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245

www.findlayohio.com

RECEIVED

SEP 26 2014

Civil Service Commission

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

September 26, 2014

Civil Service Commission  
City of Findlay

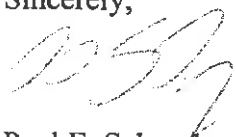
Dear Commission Members:

I respectfully request the Civil Service Commission post and conduct the promotional examination for the rank of Lieutenant for the Findlay Police Department. As you know, an active promotional list does not currently exist. Lieutenant Scott Lowry will be retiring from the Police Department effective May 1, 2015. I would request the Notice of Examination be announced as soon as practical so the promotional process can proceed as expeditiously as possible.

I would like to have the letters of intent to sit for the exam due in mid-December 2014; administer the test at end of February 2015; allowing for the protest and grading of the answer sheets so that the promotion could be made as early as April 2015.

Your consideration is appreciated.

Sincerely,



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

XC: Greg Horne, Chief of Police  
Don Essex, Director of Human Resources

Flag City, USA

# Office of the Mayor

Lydia L. Mihalik

318 Dorney Plaza, Room 310  
Findlay, OH 45840

Telephone: 419-424-7137 • Fax: 419-424-7245  
www.findlayohio.com

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

September 17, 2014

Honorable City Council  
City of Findlay, Ohio

Dear Honorable Council Members:

I am requesting an appropriation for the City's annual liability insurance. The City's insurance agent changed insurance carriers for the City to secure savings. While securing significant savings in the vehicle and property insurance, the general liability and law enforcement liability insurance increased more than what was budgeted.

Therefore, an appropriation is respectfully requested as follows:

FROM: Self Insurance Fund	\$48,329.74	
TO: Self Insurance, 26066000-other		\$48,329.74

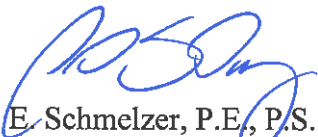
A Resolution of Transfer is respectfully requested as follows:

FROM: Police Department – personal services	\$13,375.74	
TO: Police Department – other		\$13,375.74

By copy of this letter, I am requesting the Director of Law to prepare the necessary legislation for authorization of this request.

Thank you for your consideration.

Sincerely,



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

pc: Donald J. Rasmussen, Director of Law  
Jim Staschiak II, City Auditor  
Chief Greg Horne, Police Department

# City of Findlay Income Tax Department

Post Office Box 862 Findlay, Ohio 45839-0862  
318 Dorney Plaza, Municipal Building Room 115  
Telephone: 419-424-7133 • Fax: 419-424-7410  
www.findlaytaxforms.com

**Lydia L. Mihalik**  
Mayor

## Monthly Collection Report to Findlay Council

September 2014

Total collections for September 2014: \$1,345,727.74

	<b>2014</b>	<b>2013</b>	
	<u>Year-to-date</u>	<u>Year-to-date</u>	<u>Variance</u>
Withholders	11,974,908.60	12,227,200.18	-252,291.58
Individuals	1,741,176.09	2,142,165.02	-400,988.93
Businesses	<u>924,727.71</u>	<u>1,520,958.96</u>	<u>-596,231.25</u>
<b>Totals</b>	14,640,812.40	15,890,324.16	-1,249,511.76
			-7.86%

### Actual & Estimated Past-due Taxes

Withholders	536,645.92
Individuals	1,057,467.12
Businesses	<u>120,015.44</u>
<b>Total</b>	1,714,128.48

### Refunds Paid

<u>Monthly</u>	<u>Year-to-date</u>
44	2,856
14,461.74	438,874.53



Andrew Thomas, Administrator

10-1-14

Date

# Findlay Income Tax Department

## Monthly Collections Report

Wednesday, October 1, 2014

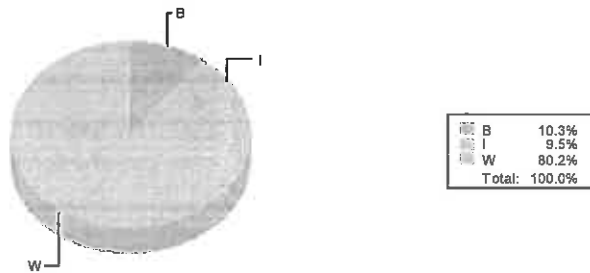
3:31:01PM

For Period September 1, 2014 through September 30, 2014

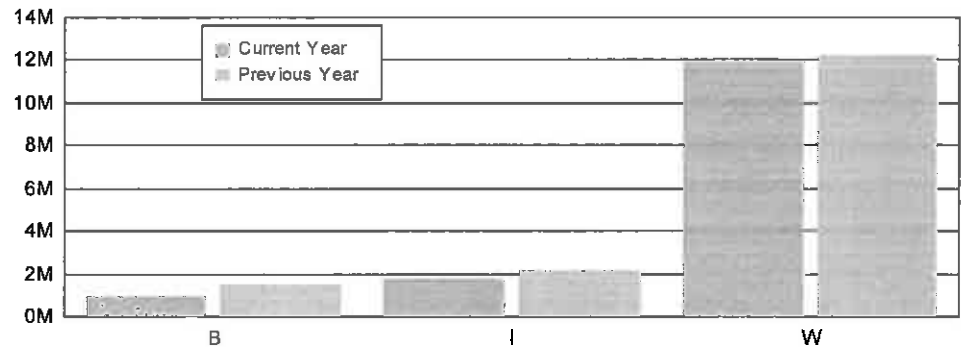
### City of Findlay

Account Type	Monthly Total	2014 Year to Date	2013 Year to Date	Increase (Decrease)	% Change	2014 Month to Date	Previous Year(s) Month to Date
W	1,078,819.42	11,974,908.60	12,227,200.18	-252,291.58	-2.06	1,061,461.82	17,357.60
I	127,782.41	1,741,176.09	2,142,165.02	-400,988.93	-18.72	93,469.19	34,313.22
B	139,125.91	924,727.71	1,520,958.96	-596,231.25	-39.20	113,630.21	25,495.70
<b>Totals:</b>	<b>1,345,727.74</b>	<b>14,640,812.40</b>	<b>15,890,324.16</b>	<b>-1,249,511.76</b>	<b>-7.86</b>	<b>1,268,561.22</b>	<b>77,166.52</b>

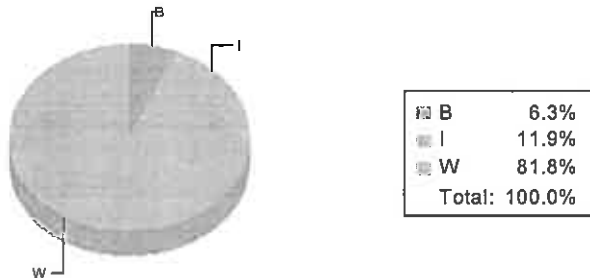
Monthly Collections by Account Type



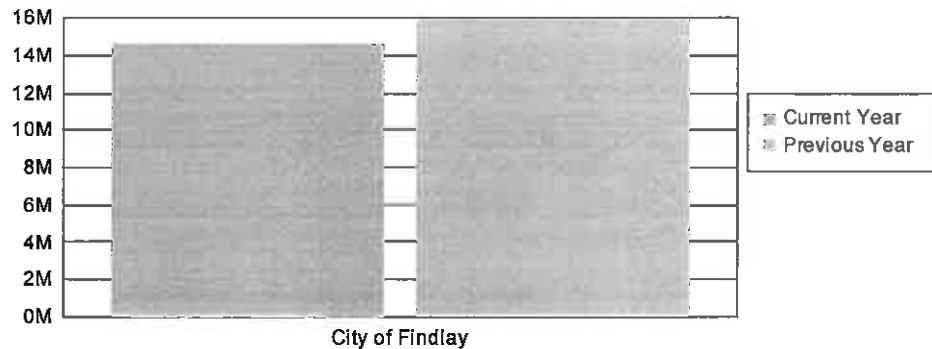
Collections Year to Date



YTD Collections by Account Type



Year to Date Total Collections



# City of Findlay City Planning Commission

Thursday, October 9, 2014 - 9:00 AM

## AGENDA

### CALL TO ORDER

### ROLL CALL

### SWEARING IN

### APPROVAL OF MINUTES

### NEW ITEMS

1. FINAL PLAT APPLICATION #FP-10-2014 filed by Ronald & Lesa Smith and Sunnydale LLC for Tiny Timbers Subdivision.
2. PETITION FOR ZONING AMENDMENT #ZA-10-2014 filed by Sunnydale, LLC to rezone a 3.963 acre parcel on the west side of Bright Road from C-2 General Commercial to I-1 Light Industrial.
3. SITE PLAN APPLICATION #SP-21-2014 filed by Blanchard Valley Health Association, 1900 S. Main Street, Findlay, OH for expansion of the Blanchard Valley Regional Cancer Center at 15990 Medical Drive South, Findlay, OH.

### ADJOURNMENT

# City of Findlay City Planning Commission

Thursday, September 11, 2014 - 9:00 AM  
Municipal Building, Council Chambers

## Minutes

(Staff Report Comments from the meeting are incorporated into the minutes in lighter text. Actual minutes begin with the DISCUSSION Section for each item)

### **MEMBERS PRESENT:**

Jackie Schroeder  
Dan Clinger  
Joe Opperman

### **STAFF ATTENDING:**

Judy Scrimshaw, HRPC Staff  
Matt Pickett, FFD  
Matt Cordonnier, HRPC Director  
Steve Wilson, City Engineering Department

### **GUESTS:**

Steve Roepke, Gerd Heidinger, Angy Shaferly, Melissa Kidder, J. C. Koehler, Dave Moore, Ben Kirkwood, Sarah Kirkwood

### **CALL TO ORDER**

### **ROLL CALL**

The following members were present:

Jackie Schroeder  
Dan Clinger  
Joe Opperman

### **SWEARING IN**

All those planning to give testimony were sworn in by J. Scrimshaw.

### **APPROVAL OF MINUTES**

Joe Opperman made a motion to approve the minutes of the August 14, 2014 meeting. Jackie Schroeder seconded. Motion to accept carried 3-0.

### **NEW ITEMS**

**1. PETITION FOR ZONING AMENDMENT #ZA-09-2014 filed to rezone 325 Emma Street from C-2 General Commercial to I-1 Light Industrial.**



**HRPC**

**General Information**

This request is located just south of W. Main Cross Street between Emma Street and Interstate 75. It is zoned C-2 General Commercial. Land to the south is zoned I-1 Light Industrial and to the west is C-2 General Commercial and I-1 Light Industrial. To the east is Interstate 75. It is not within the 100 year flood plain. The City of Findlay Land Use Plan designates the area as Neighborhood Commercial.

**Parcel History**

This is the former site of a truck stop and Greyhound bus terminal and more recently a landscape stone retail operation.

**Staff Analysis**

The applicant is requesting to change the zoning on this parcel to I-1 Light Industrial for a possible future use. It is currently being leased for construction parking and a staging area for some AEP projects and possibly for the I-75 widening.

As stated in the parcel history, this was a former truck stop and bus station for many years. It then went vacant until a landscape stone business moved in.

It had been zoned B-4 Expressway Service prior to the change in the zoning code. It is an odd shaped parcel that is long and narrow. It has become narrower in recent years with the improvements to Emma Street and the acquired right-of-way by ODOT for the I-75 widening. It looks like it was 395' at its widest point at one time and is now only approximately 265'. It certainly could not accommodate a modern day truck plaza. I think that had a bearing on the change to a much more restrictive use classification. Setbacks alone could render it fairly useless for larger retail or industrial uses.

The limitations presented by the setbacks for I-1 and the size of the lot will provide a challenge for redevelopment if the site is scrubbed, but if the current building were used it could be useful.

**Staff Recommendation**

HRPC Staff recommends that FCPC recommend **approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-09-2014 to rezone 325 Emma Street from C-2 General Commercial to I-1 Light Industrial.**

**ENGINEERING**

No objections.

**FIRE PREVENTION**

No Comments

**STAFF RECOMMENDATION**

Staff recommends that FCPC recommend **approval to Findlay City Council of PETITION FOR ZONING AMENDMENT #ZA-09-2014 to rezone 325 Emma Street from C-2 General Commercial to I-1 Light Industrial.**

**DISCUSSION**

Dan Clinger asked what the zoning in Liberty Township on some of the parcels near here might be. Steve Roepke replied that the parcel he was questioning was owned by AEP. He stated that

he did know what it is zoned, but the use is in connection with their property. Mr. Clinger asked about the ODOT property farther north. J. Scrimshaw stated that she did not have a map handy, but it may very well be industrial.

Dan Clinger asked what the setbacks are for the industrial. Ms. Scrimshaw looked them up in the City Zoning Ordinance. She replied that it would be 50' from Emma Street as a front yard, the side yards and rear yard are 30'. So you will lose 80' of the depth right away in setbacks.

Mr. Clinger asked what the intended use of the property may be if it is rezoned. Mr. Roepke replied that they have a prospective purchaser who wishes to remain anonymous. He stated he believes that the use would be in compliance with the requested zoning. It would be something along the lines of auto and semi-truck repair. That is not permitted under the current C-2 zoning.

Mr. Clinger asked what the process of getting a Conditional Use would be. J. Scrimshaw replied that a site plan would have to come before Planning Commission seeking the conditional use.

### **MOTION**

Joe Opperman made a motion to recommend approval to Findlay City Council of **PETITION FOR ZONING AMENDMENT #ZA-09-2014** filed to rezone 325 Emma Street from C-2 General Commercial to I-1 Light Industrial.

2<sup>nd</sup>: Jackie Schroeder

**VOTE:** Yay (3) Nay (0) Abstain (0)

## **2. FINAL PLAT APPLICATION #FP-09-2014 filed by Country Club Acres, 655 Fox Run Rd, Findlay, OH for the Woods at Hillcrest 8<sup>th</sup> Addition.**

### **HRPC**

#### **General Information**

This request is located off the east side of CR 140 in Section 35 of Allen Township. Allen Township is not zoned. Land to the north, south and east is also in Allen Township and is not zoned. Across CR 140 to the west is zoned Agriculture in Portage Township. It is not located within the 100 year flood plain. The City of Findlay Land Use Plan designates the area as Single Family Large Lot.

#### **Parcel History**

The Preliminary Plat for this area was reviewed and approved by FCPC on June 12, 2014. It was designated as Woods at Hillcrest 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup> at that time. The land to the south of this plat was approved as Woods at Hillcrest 8<sup>th</sup>, 9<sup>th</sup> and 10<sup>th</sup> in June, 2013. That Preliminary Plat has expired. No Final Plats were recorded from that Preliminary. It was decided to renumber this phase to keep a numerical sequence for the Auditor's records.

#### **Staff Analysis**

The applicant is proposing to plat the first phase with 14 residential lots and one lot that will be the site of the detention ponds.

Diamondback Court is a cul-de-sac street running east from CR 140. There is also a stub of

Bushwillow Drive that runs north from the cul-de-sac. All of the residences will be served by these new streets. There will not be any driveways permitted directly onto CR 140.

The layout is consistent with the preliminary plat.

### **Staff Recommendation**

HRPC Staff recommends approval of **FINAL PLAT APPLICATION #FP-09-2014 for the Woods at Hillcrest 8<sup>th</sup> Addition.**

### **ENGINEERING**

Access – Location of Diamondback Court intersection with County Road 140 is located an appropriate distance from existing intersections.

Water & Sanitary Sewer – *Construction plans are to be submitted today or early next week. Hope to have recommendations available at the Planning Commission meeting.*

Stormwater Management – *Stormwater detention is proposed in a regional facility on the south side of the platted subdivision. Detention calculations are to be submitted today or early next week. Hope to have recommendations available at the Planning Commission meeting.*

Recommendation: *Conditional approval subject to review of construction plans and detention calculations.*

### **FIRE PREVENTION**

Plan does not show a looped water system with proper sized mains and hydrants

### **STAFF RECOMMENDATION**

Staff recommends approval of **FINAL PLAT APPLICATION #FP-09-2014 for the Woods at Hillcrest 8<sup>th</sup> Addition subject to the following conditions:**

- **Approved construction plans and detention calculations (ENG)**
- **Appropriate sized mains and hydrants (FIRE)**
- **Looping of water system (FIRE)**

### **DISCUSSION**

Joe Opperman asked how the pond area would be accessed for maintenance. Steve Wilson replied that it could be accessed from CR 140. He indicated that he could have the developer show an access point on the plat.

Dan Clinger asked if there was a right of way of some type in the south portion. Mr. Wilson responded that there is a gas line easement that is between the two ponds. That is the reason there are two separate ponds.

Mr. Clinger asked about the area to the south which was never platted. Ms. Scrimshaw replied that that is correct. There is no development out there yet. This area is jumping over that and taking the numbers for the phases. We had discussed with Dan Stone prior to submittal and decided that the Auditor would probably be happier with things going in a numerical sequence instead of jumping from the 7<sup>th</sup> Addition to the 11<sup>th</sup>. She stated that Preliminary Plats do not get recorded so it can be changed along the way.

Mr. Clinger asked what the intent for the area to the north may be. Ms. Scrimshaw replied that that will be the next phases as were shown on the preliminary plat. Mr. Koehler said that the

reason they did not do the area to the south earlier was that it would have cost them over \$1.5 million for the 34 lots. The economy was not so good at the time either. He said this area fits more into what they feel would be marketable right now. He stated they plan to continue north and then perhaps finish out to the south which will complete the Hillcrest area.

### **MOTION**

Joe Opperman made a motion to approve FINAL PLAT APPLICATION #FP-09-2014 for the Woods at Hillcrest 8<sup>th</sup> subject to the following conditions:

- Approved construction plans and detention calculations (ENG)
- Appropriate sized mains and hydrants (FIRE)
- Looping of water system (FIRE) (ENG)

2<sup>nd</sup>: Jackie Schroeder

**VOTE:** Yay (3) Nay (0) Abstain (0)

Joe Opperman stated that he thought we should look at cul-de-sacs in the near future. The City kind of frowns on these. Mr. Koehler stated that he found that cul-de-sacs were preferred by some builders because you don't have through traffic at your property. He stated that it is also a safety factor because thieves don't like to go into a cul-de-sac and get caught there. Most all new subdivisions around are entertaining cul-de-sacs wherever they can.

### **3. APPLICATION FOR CONDITIONAL USE #CU-04-2014 filed by Dennis Cramer & C.H.O.I.C.E.S. Behavioral Healthcare for a Group Home to be located at 701 E. Melrose Avenue, Findlay.**

#### **HRPC**

##### **General Information**

This request is located on the south side of E. Melrose Avenue just west of Jennifer Lane. It is zoned R-2 Single Family Medium Density. Property to the east, west and south is also zoned R-2. To the north is zoned M-2 Multiple Family. It is not located within a 100 year flood plain. The City of Findlay Land Use Plan designates the parcel as Multi-Family.

##### **Parcel History**

This was the former site of Winebrenner Seminary.

##### **Staff Analysis**

The applicant is requesting to renovate the easternmost building on the property into a Group Home. According to Zoning Office Records, this is a former academic building. Group Homes are a Conditional Use in the Residential districts.

C.H.O.I.C.E.S. Behavioral Healthcare is a Non-Profit Corporation. They have provided their Certificate from the State of Ohio Secretary of State to that effect. This is a condition required by the Zoning Code.

On site management is required for a Group Home also. They have stated that the home will be staffed 24 hours a day, seven days a week.

Another condition in the zoning code is that each person has a bedroom of their own. They

would like to have a waiver on that requirement and be permitted to have two persons per bedroom. They are licensed to offer a maximum of 8 beds and the setup of the building can easily convert to 4 bedrooms for the youth. They will serve adolescent males in the 13-17 year old range for a short term span of six weeks at a time. Staff feels that two per bedroom is not a bad idea given the ages considered. Many are probably accustomed to sharing a bedroom at their own homes with a sibling.

The applicant states that they wish to create an atmosphere of an ordinary home in the neighborhood. They plan to clean up and maintain the grounds as necessary. There will be very little traffic generated by the operation.

**Staff Recommendation**

HRPC Staff recommends approval of the Conditional Use and a waiver to allow 2 persons per bedroom.

**ENGINEERING**

No Objections.

**FIRE PREVENTION**

Obtain any permits required by Wood County if necessary.

**STAFF RECOMMENDATION**

Staff recommends **approval of APPLICATION FOR CONDITIONAL USE #CU-04-20 for a Group Home to be located at 701 E. Melrose Avenue, Findlay subject to the following:**

- Waiver to allow 2 persons per bedroom (HRPC)
- Obtaining any permits required by Wood County if necessary (FIRE)

**DISCUSSION**

Dan Clinger asked if the two persons per bedroom requested is against any State rules that they were governed by. Gerd Heidinger replied that it is not.

Ben Kirkwood, 704 Charles Avenue, came forward to address the Commission. He stated that he and his wife live directly south of 701 E. Melrose. He stated that he had received the meeting notice on the weekend and has been pretty busy trying to talk to people and get some detailed answers to their questions. He stated that one of his main concerns is safety because he has two small children that play in their back yard. He said this will be a drug rehab facility for 13-17 year olds. He said they spoke to the applicant about the possibility of a fence for that reason. The applicant also mentioned the possibility of a basketball court at the south end of the existing parking lot which will come close to their yard. Mr. Kirkwood stated that they were looking for a potential privacy fence or something like that. He has been speaking with some of the neighbors and it is definitely a concern. He said they talk about how they will try to improve the property with landscaping, etc. but he feels there will be a property value effect here that needs to be considered. He stated that he had spoken with their Councilperson, Holly Frische, and she seemed to agree with their concerns and suggested that they come to the meeting and try to get their answers about how the place would be run and how safety would be addressed. The property is surrounded on three sides by families.

Gerd Heidinger spoke in reply. He said the group home will be a six week stay. The clientele they will have coming there are persons that have run into problems with substance abuse. There is nothing heavy like cocaine or heroin. It's more minor issues, but still presenting issues with

things like marijuana, over the counter medications, pills and things that come up sometimes like bath salts. The referrals for the children they deal with come from schools, the courts, other agencies like Children's Services. The program is set up for awareness of what addiction is or can be, it is set up for learning life skills, it is to deal and isolate issues as to why the children we have are running into these problems and try to identify anything that might be in the existing home, existing problems with the parental situation in the homes. We want to help guide that client along with the referral agency as to what the best long term treatment is and make that presentation to the kids over that six week period. He stated that the clients are under 24/7 supervision. It is a situation where a client is never out of sight line. It's not a 9-5 or school hours situation where you would have the rest of the day to yourself. Everything is organized; everything is planned for the full day. It is not considered a "lock down" facility. It is to be a "home" and that is what its intention is. That is what it should look like and its interaction with the neighborhood should feel like. It is discussed with every child that if they were to want to leave or do leave that we get in contact with the police and it is looked at as a runaway. They would be picked up by the police and either brought back to the facility, returned to the referring agency or their home. He commented that they have been running such a facility for three years in Holland Ohio. He stated that they have experienced over those three years maybe 5 runaway situations. The children were picked back up and either brought back to the home or sent back to their community. Their average census during that time was 6.3. He stated they fluctuate as low as 3 but rarely below that. We targeted no more than eight from the standpoint of how best to impact life skills and deliver the services we need to. Once you go beyond eight they act more like a babysitting service rather than providing treatment. You can better engage the client with a smaller number. Mr. Heidinger stated that he does respect the neighbors' concerns. He stated that he had been talking with HRPC about some more natural landscaping such as bushes, pine trees, etc. He said they are very open to looking at a fencing situation. They would ask for a little bit of time or some kind of time frame to accomplish that and look for an approval as to what type of fence is recommended.

Mr. Clinger asked if they runaway situations they experience were night time or day time. Mr. Heidinger stated that all but one were day time situations. Mr. Clinger asked how many Staff are there when there are eight clients there. Mr. Heidinger replied that it can be 1 to 3 depending on the time of day. Dan Clinger asked that if three of the eight wanted to go out to play basketball, would someone go with them. Mr. Heidinger replied that if it is a situation where they plan to split up the group, there are definitely two or three Staff on site. He commented that all the Staff are qualified professionals with backgrounds either in treatment or social work. The situations are very controlled; they don't let 3 people decide they want to go outside on a whim in the afternoon if not planned. All of their referrals are screened prior to them coming to the building. So there is not anyone that can just be dropped off. The neighbors were concerned about drop offs, people hanging around to try to be admitted. There is an assessment done on the client first, at their own home or referral agency, etc. They will then look at their ability to be suitable for their type of situation. They have turned clients away. He said another thing that was brought up by the neighbors was if they treat sexual offenders. He responded that the answer is no. Those individuals would be identified upfront and referred to a different kind of facility than theirs. They also do not take on any violent offenders.

Mr. Heidinger said that from the Staffing standpoint, their licensure and regulation is guided by the State and there are background checks required for all Staff as well. Similarly, when they get referrals, there is a similar check on the background of the child.

Dan Clinger asked about security on the building. Do they outfit the buildings with alarms? Mr.

Heidinger replied that every door and window in the building will be monitored. If anyone opens anything or leaves there will be an alarm. There also is a paused entrance whereby if you try to go out the door it waits about 15 seconds before you can actually open the door. Windows and side doors will be equipped with a signal. He commented that historically over the years they have operated, occasionally they find out there may be a problem with a client within the first hour or so of them being on the premises. There are always multiple Staff on hand when a new client is brought in.

Mr. Clinger asked if there was a geographical area that the clients will come from. Mr. Heidinger stated that it is. In Holland for example, they had clients from Lucas County, Hancock County, Allen County as well as Sandusky and Cuyahoga. He says he expects that to stay about the same here. It is a deterrent for some of the clients from out of County to try to leave since they aren't familiar with the area.

Dan Clinger asked if access onto the site was controlled from the standpoint of someone wanted to come and see one of the residents. Mr. Heidinger stated that he had never had an issue with someone just showing up at the door. There are specifics discussed with a parent about expectations. Any interaction with parent and client is always preset. The in and out of the facility is perhaps 3 or 4 cars in the morning and perhaps the same in the afternoon. There may be one to two clients in or out of the building within a week. (These would be new arrivals or releases.) Traffic itself is minimal and could be compared to that of a family home with 4 or 5 members.

Mr. Clinger verified that they will be using one of the three buildings on site at this time. Mr. Heidinger stated yes. The "chapel" is an open space building. All the pews etc. have been removed. They may consider using as a game room/recreational area. It is nice to have the clients move during the day. This would allow them to get out of the home and get there for things like ping pong, pool and other games. It will help break up the day for them. It could be a special thing to have as almost a reward for achieving a goal. He said they do not have any plan to use the third building at this time. He had discussed this with HRPC and the consensus is that it would require splitting the land if it would ever be considered for another home. He said he and his wife may be purchasing this on a personal basis. They have been out of the area a while and may want to purchase a home back here. One idea he had floated with HRPC was whether he could build a residence of his own on a part of the parcel. He said it is a thought at this time, but nothing set in stone.

Dan Clinger asked if they are maintaining the site on their own. Mr. Heidinger stated that they are maintaining it. They have incorporated that into their budget. They think this is a gem of a property if it is looked after properly and maintained.

Mr. Clinger asked if the fencing is something they think they could do. Mr. Heidinger stated he has no problem engaging in that conversation with the neighbors. That is where he hoped they could work on a time frame and what recommendations are for a type of fence and the costs. It is something that could be done over a year perhaps. He would ask to get together with what the wishes of the neighborhood are and what requirements and standards of the City are. Then establish the type and size and hope to get it done within a timeline whether in parts and pieces or as one.

Mr. Clinger said that his children had grown up on Charles and played in the Seminary lot. He asked if any consideration would be given to possibly sharing the space with the neighborhood

as a park. Mr. Heidinger stated that he is certainly open to that.

Mr. Heidinger then addressed Mr. Kirkwood in regard to the location of the basketball court. He said the location was certainly based on the fact that it is already paved. And he said he understands that wherever he might decide to put it one of the neighbors may have an issue. The idea in the long run is to have an area that is more recreational. If it is something that can be used by both the resident of the City and their clientele, they would be more than happy to look at that. His only question would be as to insurance and liability.

Mr. Clinger stated that he thought there was a similar facility down at the end of N. Blanchard. J. Scrimshaw stated that those are apartments for adults and are a kind of transitional housing. The clients have just gotten out of rehab or something and they are trying to help them get back on their feet. Mr. Heidinger stated that this is where they try to be different. There are other areas where the zoning is correct but then he may have a neighbor right on top of them. It is that way in many communities. He feels it is a better setting to have the larger space and more distance that they can put between themselves and the neighbors. Mr. Clinger asked if they had spoken with any other neighbors. Mr. Heidinger said that he and some of the workers had had some interaction with others while on site. They have had some inquiries on the use and some positive comments on the cleanup of the site. They have had positive response to the visual part of things. Most of the questions and concerns have been as those from Mr. Kirkwood and his wife. You get the support for this being something that needs to be done for these youth and at the same time it's in my backyard.

Dan Clinger asked Mr. Kirkwood if he had had discussions with some of the neighbors. Mr. Kirkwood replied yes. He said that they were kind of shocked at first, but have come to terms with it. They are glad that there is something like this offered in the community, but our concern is primarily safety. He said he very much appreciates the offer to work on the fence issue. Mr. Heidinger stated that they still have some issues to address with fire inspections, etc. in the next 2 to 6 weeks. He would like to continue to move forward and if the fence issue is resolved here today he will be more than happy with that. As a non-profit they are in a holding pattern with some of the Staff and it is a cost to do that. He would just like some consideration on a time line.

Dan asked the Staff if there were any regulations or covenants out there in regard to type of fencing. J. Scrimshaw stated that any type of residential fence permitted in the zoning code could be used. The City cannot enforce restrictive covenants if any exist. She stated that this lot was technically not a part of a subdivision. It is a left over piece of section ground. Any fence would need a zoning permit.

Mr. Clinger asked Mr. Kirkwood if he had any type of fence in mind. Mr. Kirkwood thought a six foot one would be most secure. Mr. Heidinger stated that there are some fences in the area. The east side and west sides of the property seem to have chain link fence on that boundary. He asked Mr. Kirkwood if he found any consistency among the neighbors on the rear as to what is wanted. He felt they could move forward with that area. Mr. Kirkwood stated that they had personally considered some fencing and he would not want to speak for all the neighbors, but would certainly entertain his own lot situation right now. Mr. Heidinger stated that he would be than willing to do something right away for Mr. Kirkwood if necessary. He said he would be more than happy to accommodate any others if an agreement is forthcoming.

Matt Cordonnier made the comment that the R-2 zoning allows for Group Homes as a conditional use. The Commission could be reviewing this request for any home back in the



subdivision itself. That would be much less space of course. So one of the positives of this project is that this site has a lot more space. From the technical standpoint, any house in the neighborhood could have been making this exact same request. This site has benefits because of its separation and its open spaces.

### **MOTION**

**Dan Clinger made a motion to approve APPLICATION FOR CONDITIONAL USE #CU-04-2014 for a Group Home to be located at 701 E. Melrose Avenue, Findlay with permission granted to allow for two (2) persons per bedroom and that the applicant continue the working relationship with the property owners here on the fence issue.**

J. Scrimshaw asked if the fencing is also to be a condition. Mr. Heidinger stated that he did not know how that would work. He is more than willing to make a commitment today to Mr. Kirkwood to determine what they want and follow through. Mr. Clinger asked if that is something the commission could require. Judy Scrimshaw stated that the code does not require it as a condition for approval, but that they can place further conditions on a plan if they feel it is necessary.

Matt Cordonnier stated that if there was some consensus of the owners around the property to do one thing they could easily make a condition. But it appears that it is more of a case by case basis. It has not really been asked for a full fence along the perimeter of the lot, so he doesn't know how they can include that in the conditions. We heard Mr. Heidinger state that he will work with the property owner that is here today. Matt stated it is a tricky situation. To him it is all or nothing to put in as a condition.

Mr. Clinger stated that he agreed.

**He moved to amend his motion to approve subject to the waiver on the persons per bedroom and any permits being obtained from the Building dept. if necessary.**

Mr. Kirkwood stated that he didn't think that it was fair to assume there would not be a consensus as he felt they had not had enough time to gather their facts and get together on the issue.

Mr. Opperman stated that he felt all the conditions stated in the code had been addressed and he didn't think he could vote against it for that reason.

Gerd Heidinger state that even though it is not a part of this motion, he would put out there to Mr. Kirkwood that he would like him to coordinate with any of the neighbors to the south or the sides. He would ask Mr. Kirkwood to confer with zoning to give him examples of the types of fence that could be put in and they will expedite that.

**2<sup>nd</sup>:** Jackie Schroeder

**VOTE:** Yay (3) Nay (0) Abstain (0)

**ADJOURNMENT**

With no further business the meeting was adjourned.

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Lydia L. Mihalik  
Mayor

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



# City of Findlay

Lydia Mihalik, Mayor

## POLICE DEPARTMENT

Gregory R. Horne, Chief of Police

318 Dorney Plaza, Room 207 • Findlay, OH 45840

Phone: 419-424-7194 • Fax: 419-424-7296

[www.findlayohio.com](http://www.findlayohio.com)

October 2, 2014

Honorable Council:

Attached are the Findlay Police Department activity stats for September 2014.

Sincerely,

A handwritten signature in blue ink that reads "Gregory R. Horne".

Gregory R. Horne  
Chief of Police



**CITY OF FINDLAY  
POLICE DEPARTMENT  
FINDLAY, OH 45840**



Phone: 419-424-7163  
Fax: 419-424-7296

**Patrol Division  
Monthly Activity Report  
Month of: September 2014**

	<u>Month</u>	<u>Year to Date</u>
Traffic Stops:	540	4146
Citations:	469	3322
Operating Vehicle while Intoxicated:	5	71
Accidents (non injury):	81	774
Injury Accidents:	12	136
Criminal Damaging/ Vandalism:	26	247
Theft/Fraud/Shoplifting Complaints:	105	968
Motor Vehicle Theft:	2	44
Unlawful Entry Complaints:	21	179
Domestic Dispute Complaints:	60	536
Assault Complaints:	14	129
Sex Offense Complaints:	12	58
Alcohol/Drug Complaints:	31	299
Warrants Served:	59	612
Arrests:	125	1423
Total Reports Generated:	1083	8985
School Walk Thru's:	86	330

Detective Division  
September, 2014 Activity

Cases Submitted for Prosecution

	Month	Year to Date
Law Director:	113	862
County Prosecutor:	13	164
Juvenile Prosecutor:	33	224

There were a total of 13 new cases assigned for investigation during the month of September.



**CITY of FINDLAY  
POLICE DEPARTMENT  
FINDLAY, OH 45840**



Phone: 419-424-7194

Fax: 419-424-7891

**Vice Narcotics Unit/METRICH Unit**

**Activity Report**

September 2014

The following is the activity report for the Vice Narcotics Unit/METRICH Unit for the month of September 2014:

Narcotics Investigations: 35

Felony Arrests: 5 (10 charges)

Misdemeanor Arrests: 0

Drug Talks: 3

Sgt. Justin Hendren 818

**MONTHLY COURT OFFICER ACTIVITY REPORT**

MONTH: September YEAR 2014

TOTAL PAPERS PROCESSED	<u>265</u>
TOTAL PAPER SERVICE HOURS	<u>79.5</u>
TOTAL COURT SECURITY HOURS	<u>46.5</u>
TOTAL PRISONERS TO/FROM COURT	<u>2</u>
TOTAL MILES DRIVEN	<u>711</u>
TOTAL SUMMONS	<u>91</u>
TOTAL OVERTIME HOURS	<u>0</u>

Col. Bracy #1460  
COURT OFFICER

# TRAFFIC COMMISSION

City of Findlay  
September 15, 2014

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## MINUTES

### **ATTENDANCE:**

**MEMBERS PRESENT:** Service-Safety Director Paul Schmelzer, Police Chief Greg Horne, Fire Chief Tom Lonyo, Councilman Ron Monday.

**STAFF PRESENT:** Matt Stoffel, Public Works Superintendent; Kathy Launder, City Clerk.

**GUESTS PRESENT:** Dennis McPheron, Findlay City Schools; George Scaife; Sandy Smith.

### **NEW BUSINESS**

1. Request of Dennis McPheron, Findlay City Schools, for additional signage or LED solar powered pedestrian crossing sign with push button activation at North Main Street and East Melrose intersection.

Dennis McPheron stated that students from Northview Elementary School, ages Kindergarten through 3<sup>rd</sup> Grade, are crossing at Melrose Avenue and Main Street. Northbound traffic on Main Street heading east on Melrose Avenue may not see students walking across to the island at the intersection to cross Main Street at Melrose. A solar powered pedestrian crossing sign with push button activation or some type of signage to make motorists more aware that small children are crossing in that area is requested.

Director Schmelzer stated that he will consult with DGL and circle back with Findlay City Schools for the best option.

Motion to table request by Chief Lonyo, second by Director Schmelzer. Motion passed 4-0.

2. Request of Matt Stoffel, Public Works Department, to make the northeast corner of the intersection at Beech Street and East Crawford Street no parking any time.

Stoffel stated that the northeast corner of the intersection at Beech Street and East Crawford Street is not marked with signage as no parking any time and it is not marked that it is a parking space. Parking tickets have been issued and then reversed because of this. Discussion regarding if there is sufficient space to create a 2-hour parking space.

Motion to create a 2-hour parking space with appropriate pavement markings and signage at make the northeast corner of the intersection at Beech Street and East Crawford Street by Chief Lonyo, second by Director Schmelzer. Motion passed 4-0.

3. Request of George Scaife, 2326 Park Street, to post "No Thru Trucks" signs at Park Street and Sixth Street heading south and Park Street and Olive Street heading north.

George Scaife stated that semi trucks are travelling on Park Street and Washington Avenue from Sixth Street to Olive Street. He noticed it started happening this



summer. He states that the semis are breaking up the street. He could not say how many semis per day, per week are travelling down these streets.

Director Schmelzer stated that Park Street and Washington Avenue can support semi traffic, not a large volume, and can support regular use by garbage trucks and delivery trucks, etc.

Chief Lonyo stated that if we were to post "No Thru Trucks" on Parks Street, we would also have to post it on Washington Avenue and Brookside Drive.

Director Schmelzer stated that the City will perform a traffic count on Park Street and Washington Avenue to determine the number of semis that are travelling down those streets.

Motion to table request until traffic counts can be performed on Park Street and Washington Avenue by Chief Horne, second by Director Schmelzer. Motion passed 4-0.


4. Request of Sandy Smith, 512 East High Street, for two 25 MPH signs on East High Street, one for each direction.

Sandy Smith stated that there are motorists that travel at high speeds on East High Street from Blanchard Street to Wilson Street. She stated that if there are 25 MPH signs in place, it might slow them down. Chief Lonyo stated that it is an enforcement issue, but is not opposed to the signs being installed.

Motion to install 2 25 MPH signs on East High Street at Blanchard Street and Wilson Street, by Director Schmelzer, second by Chief Lonyo. Motion passed 4-0.

With no further business to discuss, the meeting adjourned. The next meeting of the City of Findlay Traffic Commission will be held on October 20, 2014, at 2:30 p.m. in the third floor conference room of the Municipal Building.

Respectfully submitted,



Kathy K. Launder  
City Clerk

\*\*\*\*\*CURRENT YEAR\*\*\*\*\*  
 MTD YTD

\*\*\*\*\*LAST YEAR\*\*\*\*\*  
 MTD YTD

RECEIPTS DEPOSITED:

ALCOHOL MONITORING	\$2,632.90	\$16,787.41	\$320.00	\$3,817.00
BOND FEES	\$600.00	\$8,075.00	\$550.00	\$6,425.00
CIVIL DEPOSIT TENDERS	\$0.00	\$3,623.45	\$350.00	\$5,721.70
COURT COST	\$56,597.69	\$512,273.73	\$55,486.09	\$526,099.46
DUI ENFORCEMENT	\$3,775.11	\$30,903.40	\$3,492.68	\$34,312.88
ELECTRONIC IMAGING	\$4,703.00	\$37,982.55	\$4,302.61	\$40,829.78
FINES & FORFEITURES	152,700.59	\$1,395,150.82	175,756.74	\$1,706,675.09
FUND REIMBURSEMENT	\$0.00	\$185.00	\$0.00	\$27.50
INDIGENT DRIVER ALCOHOL	\$667.00	\$6,243.63	\$797.78	\$7,430.60
INMATE MEDICAL EXPENSE	\$0.00	\$0.00		
INTEREST	\$7.34	\$72.00	\$7.80	\$77.49
JAIL HOUSING	\$4,059.48	\$36,383.73	\$2,921.00	\$19,024.50
JAIL REIMBURSEMENT	\$189.00	\$3,476.25	\$334.00	\$5,806.90
LEGAL RESEARCH	\$2.75	\$44.50	\$3.50	\$38.50
MEDIATION	\$1,521.50	\$12,531.21	\$1,427.00	\$13,569.08
MISCELLANEOUS	\$30,459.28	\$249,232.04	\$28,787.24	\$271,147.18
MUNI COURT COMPUTERIZATION	\$4,663.00	\$37,912.08	\$4,285.00	\$40,784.00
MUNI COURT IMPROVEMENT	\$4,565.00	\$37,089.13	\$4,165.45	\$39,771.45
RESTITUTION	\$117.37	\$5,609.93	\$460.00	\$6,321.47
SPECIAL PROJECTS	\$18,362.50	\$147,762.31	\$16,641.00	\$157,894.79
STATE PATROL	\$25,655.85	\$214,159.78	\$22,496.25	\$217,508.72
TRAFFIC/CRIMINAL BONDS	\$5,582.37	\$61,943.47	\$5,939.00	\$30,096.27
	<u>316,861.73</u>	<u>\$2,817,441.42</u>	<u>328,523.14</u>	<u>\$3,133,379.36</u>

DISTRIBUTIONS:

ALCOHOL MONITORING	\$2,632.90	\$16,787.41	\$320.00	\$3,817.00
BOND FEES	\$600.00	\$8,075.00	\$550.00	\$6,425.00
CIVIL DEPOSIT TENDERS	\$528.00	\$4,645.95		\$4,041.70
COURT COST	\$56,512.69	\$508,485.73	\$55,486.09	\$524,623.46
DUI ENFORCEMENT	\$3,775.11	\$30,903.40	\$3,492.68	\$34,312.88
ELECTRONIC IMAGING	\$4,703.00	\$37,982.55	\$4,302.61	\$40,829.78
FINES & FORFEITURES	156,749.63	\$1,393,851.75	169,337.28	\$1,699,361.56
FUND REIMBURSEMENT		\$185.00		\$27.50
INDIGENT DRIVER ALCOHOL	\$667.00	\$6,243.63	\$797.78	\$7,430.60
INMATE MEDICAL EXPENSE				
INTEREST	\$7.34	\$72.00	\$7.80	\$77.49
JAIL HOUSING	\$4,059.48	\$36,383.73	\$2,921.00	\$19,024.50
JAIL REIMBURSEMENT	\$189.00	\$3,476.25	\$334.00	\$5,806.90
LEGAL RESEARCH	\$2.75	\$44.50	\$3.50	\$38.50
MEDIATION	\$1,521.50	\$12,531.21	\$1,427.00	\$13,569.08
MISCELLANEOUS	\$39,591.58	\$360,705.60	\$31,665.00	\$352,711.15
MUNI COURT COMPUTERIZATION	\$4,663.00	\$37,912.08	\$4,285.00	\$40,784.00
MUNI COURT IMPROVEMENT	\$4,565.00	\$37,089.13	\$4,165.45	\$39,771.45
RESTITUTION	\$117.37	\$4,934.96	\$533.24	\$6,275.56
SPECIAL PROJECTS	\$18,362.50	\$147,762.31	\$16,641.00	\$157,894.79
STATE PATROL	\$25,655.85	\$214,159.78	\$22,496.25	\$217,538.72
	<u>324,903.70</u>	<u>\$2,862,231.97</u>	<u>318,765.68</u>	<u>\$3,174,361.62</u>

DISTRIBUTED TO:

THE SUPREME COURT OF OHIO  
**Administrative Judge**  
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **ROBERT A FRY**

Report for the month of: **September 2014**

	A	B	C	D	E	F	G	H	I	T
	Felonies	Misdemeanors	O.M.V.I.	Other Traffic	Personal Injury & Property	Contracts	F.E.D.	Other Civil	Small Claims	TOTAL
Pending beginning of period	0	105	7	350	13	271	44	1	159	950
New cases filed	2	115	43	1068	5	101	32	1	97	1464
Cases transferred in, reactivated or redesignated	0	17	0	39	0	4	0	0	2	62
<b>TOTAL (Add lines 1-3)</b>	<b>2</b>	<b>237</b>	<b>50</b>	<b>1457</b>	<b>18</b>	<b>376</b>	<b>76</b>	<b>2</b>	<b>258</b>	<b>2476</b>
Trial/Hearing by judge (include bindover by preliminary hearing, guilty or no contest pleas and defaults)	0	36	5	25	0	77	9	0	19	171
Hearing by Magistrate (Include guilty or no contest pleas and defaults)		1	0	39	0	0	0	0	61	101
Transfer (Include waivers of preliminary hearing and individual judge assignments)	0	85	36	87	2	3	6	0	1	220
Dismissal for lack of speedy trial (criminal) or want of prosecution (civil)	0	0	0	0	0	2	0	0	0	2
Other dismissals (Include dismissals at preliminary hearing)	0	5	0	11	1	21	10	0	28	76
Violations Bureau		0		822						822
Unavailability of party for trial or sentencing	0	16	3	56	0	0	0	0	0	75
Bankruptcy stay or interlocutory appeal	0	0	0	0	0	1	0	0	0	1
Other terminations	0	15	1	94	0	0	0	2	0	112
<b>TOTAL (Add lines 5-13)</b>	<b>0</b>	<b>158</b>	<b>45</b>	<b>1134</b>	<b>3</b>	<b>104</b>	<b>25</b>	<b>2</b>	<b>109</b>	<b>1580</b>
Pending end of period (Subtract line 14 from line 4)	2	79	5	323	15	272	51	0	149	896
Cases pending beyond time guideline	0	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	0	0	0	0	0	0	0	0	0	0



*Robert A Fry*  
ROBERT A FRY

*Weather Eigel Phonda Jorgensen*  
Preparer's name and telephone number if other than judge (print or type) 4194247143

10/1/14  
Date  
10/1/14  
Date

Fax to:  
(614) 387-9419  
-or-  
Mail to:  
Court Statistical Reporting Section  
Supreme Court of Ohio  
65 South Front Street, 6th Floor  
Columbus, Ohio 43215-3431

THE SUPREME COURT OF OHIO  
**Individual Judge**  
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT** Judge: **ROBERT A FRY**


Date of completion of most recent physical inventory


06/10/2013


Report for the month of: **September 2014**

	B	C	D	E	F	G	H	T	V	
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge	
Pending beginning of period	1	217	121	128	1	16	4	0	487	0
New cases filed	2	44	14	46	2	3	2	0	111	0
Cases transferred in, reactivated or redesignated	3	5	0	2	0	0	0	0	7	0
<b>TOTAL (Add lines 1-3)</b>	4	<b>266</b>	<b>135</b>	<b>176</b>	<b>3</b>	<b>19</b>	<b>6</b>	<b>0</b>	<b>605</b>	<b>0</b>
Jury trial	5	0	0	0	0	0	0	0	0	0
Court trial	6	0	0	1	0	1	2	0	4	1
Default	7				0	1	1	0	2	0
Guilty or no contest plea to original charge	8	25	21	34					80	1
Guilty or no contest plea to reduced charge	9	8	3	6					17	0
Dismissal for lack of speedy trial(criminal) or want of prosecution (civil)	10	0	0	0	0	1	0	0	1	0
Other Dismissals	11	15	1	6	0	2	0	0	24	0
Transfer to another judge or court	12	0	0	0	0	0	0	0	0	0
Referral to private judge	13				0	0	0	0	0	0
Unavailability of party for trial or sentencing	14	3	0	4	0	0	0	0	7	0
Bankruptcy stay or interlocutory appeal	15	0	0	0	0	0	0	0	0	0
Other terminations	16	1	1	3	0	0	0	0	5	2
<b>TOTAL (Add lines 5-16)</b>	17	<b>52</b>	<b>26</b>	<b>54</b>	<b>0</b>	<b>5</b>	<b>3</b>	<b>0</b>	<b>140</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4)	18	214	109	122	3	14	3	0	465	0
Cases pending beyond time guideline	19	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	20	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	21	0	0	0	0	0	0	0	0	0

Fax to:  
 (614) 387-9419  
 -or-  
 Mail to:  
 Court Statistical Reporting Section  
 Supreme Court of Ohio  
 65 South Front Street, 6th Floor  
 Columbus, Ohio 43215-3431

  
 ROBERT A FRY  
 4194247113 Date 10/1/14

  
 Preparer's name and telephone number if other than judge (print or type) Date 10/1/14

  
 ROBERT A FRY Date 10/1/14

THE SUPREME COURT OF OHIO  
**Individual Judge**  
MUNICIPAL COURT AND COUNTY COURT

Court: **FINDLAY MUNICIPAL COURT**

Judge: **JONATHAN P STARN**

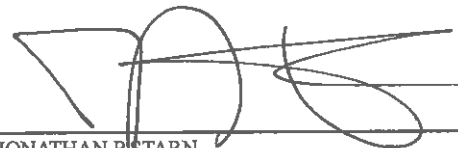
Date of completion of most recent physical inventory

01/31/2014

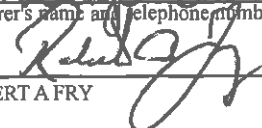
Report for the month of: **September 2014**

	B	C	D	E	F	G	H	T	V	
	Misdemeanors	O.V.I.	Other Traffic	Personal Injury & Property Damage	Contracts	F.E.D.	Other Civil	TOTAL	Visiting Judge	
Pending beginning of period	1	318	91	164	1	21	1	0	596	0
New cases filed	2	40	22	41	0	0	4	0	107	0
Cases transferred in, reactivated or redesignated	3	7	0	3	0	2	0	0	12	0
<b>TOTAL (Add lines 1-3)</b>	4	<b>365</b>	<b>113</b>	<b>208</b>	<b>1</b>	<b>23</b>	<b>5</b>	<b>0</b>	<b>715</b>	<b>0</b>
Jury trial	5	0	0	0	0	0	0	0	0	0
Court trial	6	0	1	1	0	0	0	0	2	0
Default	7				0	0	0	0	0	0
Guilty or no contest plea to original charge	8	18	9	28					55	0
Guilty or no contest plea to reduced charge	9	6	0	5					11	0
Dismissal for lack of speedy trial(criminal) or want of prosecution (civil)	10	0	0	0	0	0	0	0	0	0
Other Dismissals	11	21	0	2	0	3	0	0	26	0
Transfer to another judge or court	12	1	0	0	0	1	1	0	3	0
Referral to private judge	13				0	0	0	0	0	0
Unavailability of party for trial or sentencing	14	4	1	2	0	0	0	0	7	0
Bankruptcy stay or interlocutory appeal	15	0	0	0	0	1	0	0	1	0
Other terminations	16	0	0	0	1	0	0	0	1	0
<b>TOTAL (Add lines 5-16)</b>	17	<b>50</b>	<b>11</b>	<b>38</b>	<b>1</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>106</b>	<b>0</b>
Pending end of period (Subtract line 17 from line 4)	18	315	102	170	0	18	4	0	609	0
Cases pending beyond time guideline	19	0	0	0	0	0	0	0	0	0
Number of months oldest case is beyond time guideline	20	0	0	0	0	0	0	0	0	0
Cases submitted awaiting sentencing or judgment beyond time guideline	21	0	0	0	0	0	0	0	0	0

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Columbus, Ohio 43215-3431

  
\_\_\_\_\_  
JONATHAN P STARN  
494247143  
Preparer's name and telephone number if other than judge (print or type)

10/1/14  
\_\_\_\_\_  
Date  
10/1/14  
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10/1/14  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
ROBERT A FRY

# City of Findlay

Lydia Mihalik, Mayor

## N.E.A.T. DEPARTMENT

Neighborhood Enhancement and Abatement Team

318 Dorney Plaza, Room 304 • Findlay, OH 45840

Phone: 419-424-7466

[www.findlayohio.com](http://www.findlayohio.com)

October 3, 2014

City Council  
City of Findlay, Ohio

RE: Departmental Activity

This report will serve as a summary of activities for the Neighborhood Enhancement and Abatement Team (NEAT) during the month of September, 2014.

### **Dilapidated Structures**

12 cases year to date

18 cases pending

### **Weeds**

283 cases year to date

85 cases pending

### **Junk on Premises**

173 cases year to date

165 cases pending

### **Junk/Abandoned Vehicles**

122 cases year to date

71 cases pending

### **Minor Maintenance**

5 cases year to date

5 cases pending

### **Miscellaneous**

31 cases year to date

5 cases pending

### **Overgrowth**

24 cases year to date

5 cases pending

### **Right of Way Issues**

2 cases year to date

2 cases pending

### **Sidewalks**

526 cases year to date

0 cases pending

### **Trash**

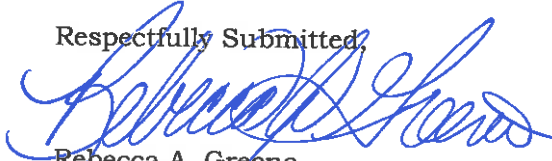
89 cases year to date

5 cases pending

The Neighborhood Enhancement and Abatement Team received 88 new cases during the month of which 6 were invalid. Of the 82 valid issues reported, 49 properties were involved with 19 of the owners being non-residents. Neat personnel closed 57 cases during September and continue to work diligently on the 361 cases that remained active at the end of the month.

Please contact NEAT personnel at any time if there are concerns. The staff is dedicated to prompt response to issues that are brought to the attention of the department and works conscientiously with property owners and tenants to achieve compliance. The team appreciates the cooperative spirit of the administration and City Council which aids in the betterment of our community.

Respectfully Submitted,



Rebecca A. Greeno  
N.E.A.T.

**FINDLAY CITY COUNCIL  
CARRY-OVER LEGISLATION  
October 7, 2014**

**ORDINANCE NO. 2014-081** *(H-GAC purchasing agreement for FFD fire truck)*

**second reading**

AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A CONTRACT WITH THE HOUSTON-GALVESTON AREA COUNCIL (HEREINAFTER REFERRED TO AS "H-GAC") TO PARTICIPATE IN A JOINT COOPERATIVE PURCHASING PROGRAM OPERATED BY H-GAC, AND DECLARING AN EMERGENCY.

# 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

OCTOBER 7, 2014

THE FOLLOWING IS THE NEW LEGISLATION TO BE PRESENTED TO THE CITY COUNCIL OF THE CITY OF FINDLAY, OHIO, AT THE TUESDAY, OCTOBER 7, 2014 MEETING.

### **RESOLUTIONS:**

- 034-2014 A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).
- 035-2014 A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS AND DECLARING AN EMERGENCY.

### **ORDINANCES:**

- 2014-082 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.
- 2014-083 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION (OPWC) FOR THE WEST LINCOLN STREET AND WEST HARDIN STREET SEWER SEPARATIONS PROJECT NOS. 32542600 AND 32542700, AND DECLARING AN EMERGENCY.
- 2014-084 AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A DEVELOPMENT AGREEMENT WITH McLANE COMPANY, INC. TO FORMALIZE THE FINANCIAL CONTRIBUTION BY THE McLANE COMPANY, INC. TOWARD THE PUBLIC IMPROVEMENTS AT THE NEW INDUSTRIAL PARK WHERE THEIR NEW FACILITY WILL BE LOCATED, AND DECLARING AN EMERGENCY.
- 2014-085 AN ORDINANCE APPROPRIATING FUNDS AND DECLARING AN EMERGENCY.



**RESOLUTION NO. 034-2014**

**A RESOLUTION APPROVING THE EXPENDITURES MADE BY THE AUDITORS OFFICE ON THE ATTACHED LIST OF VOUCHERS WHICH EITHER EXCEED THE PURCHASE ORDER OR WERE INCURRED WITHOUT A PURCHASE ORDER EXCEEDING THE STATUTORY LIMIT OF THREE THOUSAND DOLLARS (\$3000.00) ALL IN ACCORDANCE WITH OHIO REVISED CODE 5705.41(D).**

WHEREAS, Ohio Revised Code 5705.41(D) provides that if expenditures are incurred by a municipality without a purchase order, within thirty (30) days, the municipality must approve said expenditures.

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

SECTION 1: That the expenditures set forth on the attached list identified as "Exhibit A" which are identified by the appropriate voucher on previously appropriated funds be and the same are hereby approved, all in accordance with Ohio Revised Code 5705.41(D)

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 \_\_\_\_\_

**OVER PURCHASE ORDER/NO PURCHASE ORDER- COUNCIL AUTHORIZATION**

VENDOR	VOUCHER	ACCOUNT	DEPARTMENT NAME	AMOUNT	REASON FOR EXPENSE	WHY
NWO HEALTH PARTNERS	132718	MULTIPLE	FIRE, RECREATION	\$3,439.00	EMPLOYEE TESTING	FIRE OVERLOOKED CREATING PO FOR YEARLY PHYSICALS NO PO CREATED BY RECREATION
TYLER TECHNOLOGIES	132535	21010000-441700	COMPUTER SERVICES	\$15,764.90	MUNIS OPERATING SYSTEM DATABASE MGMT SUPPORT	NO PO CREATED BY COMPUTER SERVICES

**RESOLUTION NO. 035-2014**

**A RESOLUTION TRANSFERRING FUNDS WITHIN APPROPRIATED FUNDS AND DECLARING AN EMERGENCY.**

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

SECTION 1: That the Auditor is authorized to transfer said sums to the following accounts and/or projects:

FROM:	Civil Service #21007000-personal services	\$ 1,200.00
TO:	Civil Service #21007000-other	\$ 1,200.00
FROM:	Police Department – personal services	\$ 13,375.74
TO:	Police Department -other	\$ 13,375.74

SECTION 2: This Resolution 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 make said transfer so that promotional testing for the Findlay Police Department may be conducted, and so that the annual liability insurance payment may be made,

WHEREFORE, this Resolution 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 \_\_\_\_\_

**ORDINANCE NO. 2014-082**

**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:	Capital Improvements – CIT	\$ 6,993.00
TO:	Airport AIP-24 <i>Project #35233000</i>	\$ 6,993.00

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 City's share of the Airfield Electrical and Drainage project may be paid,

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 \_\_\_\_\_

**ORDINANCE NO. 2014-083**

**AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO EXECUTE THE NECESSARY GRANT APPLICATION(S) AND/OR AGREEMENT(S) TO RECEIVE GRANT FUNDS FROM THE OHIO PUBLIC WORKS COMMISSION (OPWC) FOR THE WEST LINCOLN STREET AND WEST HARDIN STREET SEWER SEPARATIONS PROJECT NOS. 32542600 AND 32542700, AND DECLARING AN EMERGENCY.**

WHEREAS, Council desires to authorize the Service-Safety Director of the City of Findlay, Ohio to sign and execute the aforementioned grant agreement to make improvements to separate aforementioned sewers, and;

WHEREAS, the aforementioned grant does not require a match from the City of Findlay.

WHEREAS, the City of Findlay was notified that the funding may be available for a portion of the costs to make improvements to separate the combined sewer on West Lincoln Street and West Hardin Street between Liberty Street and Western Avenue within the City of Findlay.

NOW THEREFORE 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 Service-Safety Director of the City of Findlay be and he is hereby authorized to sign the necessary grant applications and agreements for the West Lincoln Street and West Hardin Street sewer separations project from the Ohio Public Works Commission.

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 apply for aforementioned grant and sign all necessary agreement(s) so that this project may proceed on an expedited basis.

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 \_\_\_\_\_

**ORDINANCE NO. 2014-084**

**AN ORDINANCE AUTHORIZING THE SERVICE-SAFETY DIRECTOR OF THE CITY OF FINDLAY, OHIO TO ENTER INTO A DEVELOPMENT AGREEMENT WITH McLANE COMPANY, INC. TO FORMALIZE THE FINANCIAL CONTRIBUTION BY THE McLANE COMPANY, INC. TOWARD THE PUBLIC IMPROVEMENTS AT THE NEW INDUSTRIAL PARK WHERE THEIR NEW FACILITY WILL BE LOCATED, AND DECLARING AN EMERGENCY.**

WHEREAS, Council of the City of Findlay, Ohio is desirous of accepting the contribution of McLane Company, Inc. in the amount of five hundred thousand dollars (\$500,000.00) toward the construction of the public improvements at the new industrial park where its new facility will be located.

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

SECTION 1: That the Service-Safety Director of the City of Findlay, Ohio, be and is hereby authorized to enter into a Development Agreement with McLane Company, Inc. for the public improvements at the new industrial park whereby McLane Company, Inc. will contribute five hundred thousand dollars (\$500,000.00).

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 authorize entering aforementioned agreement so that the City of Findlay may begin aforementioned project expeditiously,

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 \_\_\_\_\_

# ORDINANCE NO. 2014-085

## 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	\$ 230,000.00
TO:	General Expense #21010000-other	\$ 230,000.00
FROM:	General Fund	\$ 13,500.00
TO:	Parks Maintenance #21034000-other	\$ 8,000.00
TO:	Cemetery #21046000-other	\$ 4,500.00
TO:	Disaster Services #21013000-other	\$ 1,000.00
FROM:	General Fund	\$ 150,000.00
TO:	SCM&R Fund	\$ 150,000.00
FROM:	SCM&R Fund	\$ 62,500.00
TO:	SCM&R #22040000-other	\$ 60,000.00
TO:	Traffic #22043200-other	\$ 2,500.00
FROM:	Self Insurance Fund	\$ 48,329.74
TO:	Self Insurance #26066000-other	\$ 48,329.74

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 2014 jail fees may be paid, so that fuel for the Public Works Department may be purchased, and so that the annual liability insurance payment may be paid,

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 \_\_\_\_\_