

\* \* \* \* \* **FAX MEMO** \* \* \* \* \*

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**TO FAX NUMBER:** 9-1-614-764-8872

**DATE:** June 1, 2006

**PERSON TO:** Mr. Dale Kagy, Claims Administrator  
**COMPANY:** Gallagher Bassett Services, Inc.  
545 Metro Place South, Suite 250  
Dublin, Ohio 43017  
614-764-7616 Ext. 252

**FROM:** Gregory J. Heath, Finance Director  
City of Napoleon, Ohio  
255 W. Riverview Avenue  
P.O. Box 151  
Napoleon, Ohio 43545-0151  
Phone Number – (419) 599-1235  
FAX Number - (419) 599-8393  
E-mail - gheath@napoleonohio.com

**NO. OF SHEETS:** 5 (Including This Cover)

**SUBJECT:** **Claim – Woman Fell on Sidewalk**

Dear Mr. Kagy,

Attached hereto, is a Claim from a Ms. Lenora L. Satchell who claims to have fallen on a City Sidewalk, along with the corresponding Police Report. I am not sure what she wants, except she did mention to me she broke her glasses and would like them replaced.

She lives close to the area she fell and has walked that same sidewalk a number of times in the past. She said to me she wasn't paying attention and tripped on a ¼" rise in the sidewalk. I do not have any pictures, but will pass this on to the Building Inspection Department and request they take some for me if you need them. Please let me know. I will let you handle the contacting and disposition of this claim with Ms. Satchell. She can be reached at:

Ms. Lenora L. Satchell  
1882 Oakwood Avenue  
P.O. Box 774  
Napoleon, Ohio 43545-0774  
Phone – 419-599-1275

Thank you, please call me if you have any questions.

Attachments

✓ Cc: Tom Zimmerman and Chad Lulfs, Building Inspections

Report Of Citizen Accident/Incident Form

Name of Injured Citizen: LENDORA P L SATCHELL 1882 Oakwood

Age: 62 Sex: F P.O. Box 774  
Napoleon, OH 43545-077  
PH- 419-599-1275

Date of Incident/Accident: 4-22-06 Time: 1:30 sat about A.M. Location of Incident/Accident: in front of John Hanna offices  
P.M.

Description of Incident: I was just walking up town & I tripped and fell. I was walking up oakwood & from the man hole cover it's was the 7th block of cement up. on the left hand side it inclines slightly.

Nature of Injury & Part of Body Involved: scapped face, left shoulder & right knee, back right hip ~~be~~ plus it jarred me quite a bit.

Was any First Aid Provided at the Scene of the Incident/Accident? Yes  No

By Whom? Other I did call the police & made a report & later went to Nemec's ER.

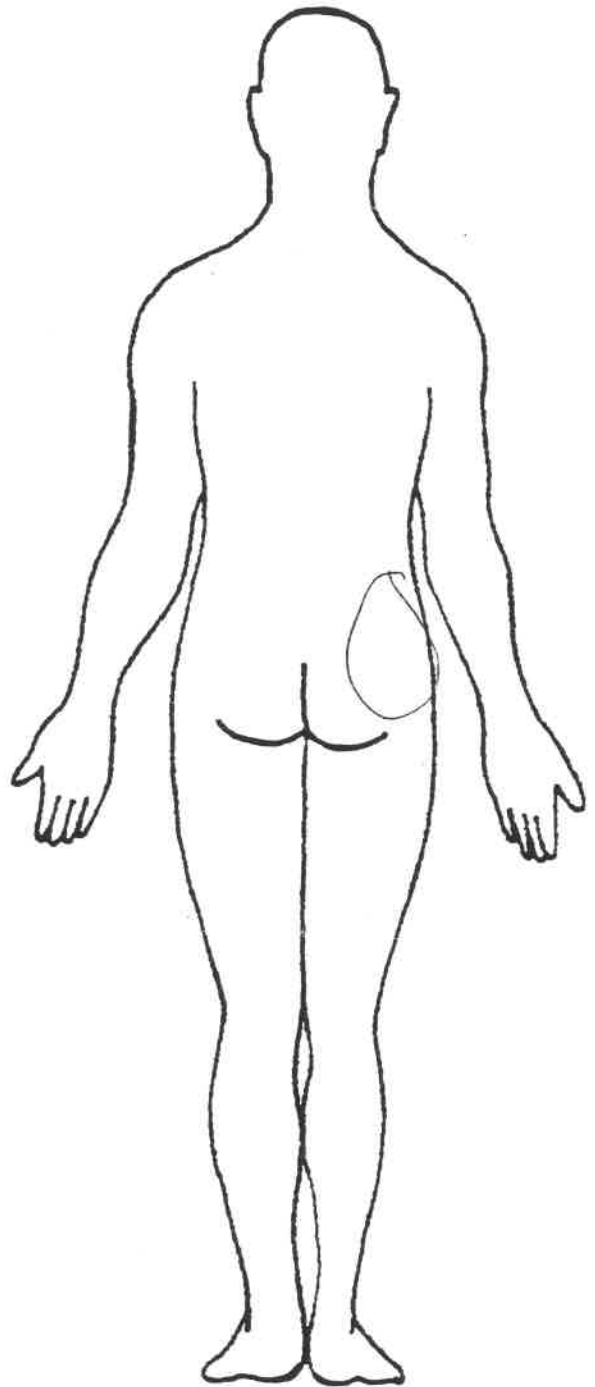
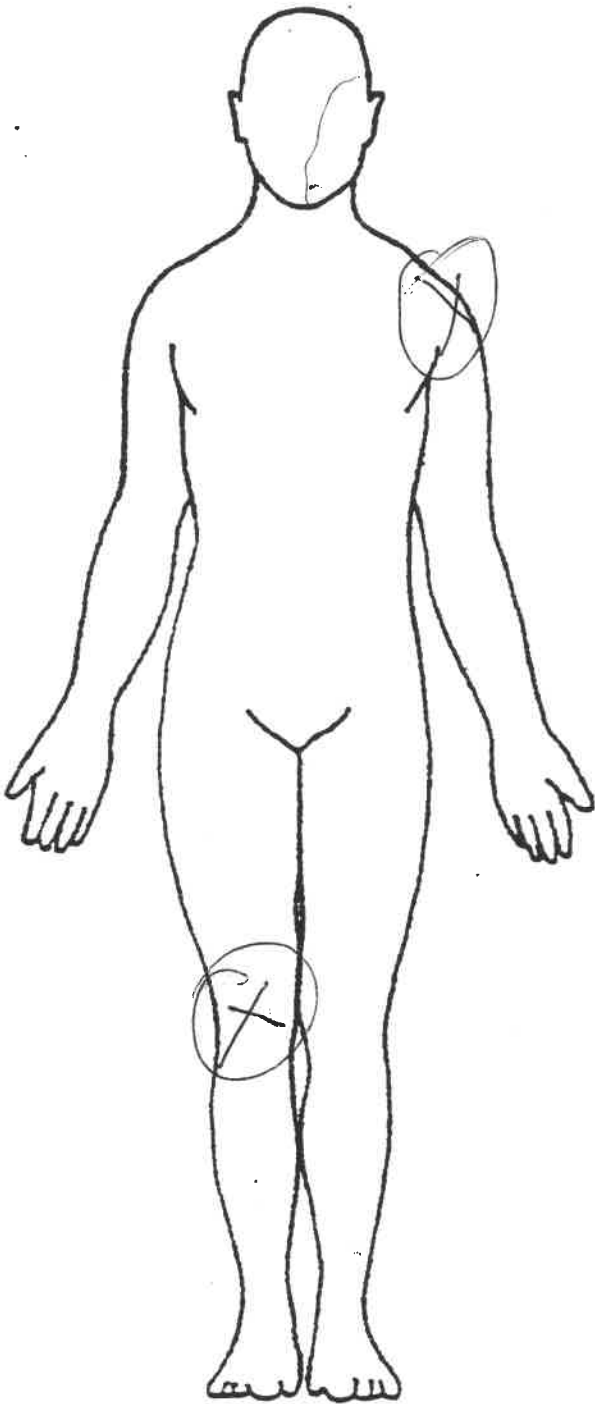
- Names and Addresses of Witnesses to Incident:
1. A post man saw it but I don't know who he was
  - 2.
  - 3.
  - 4.

I have completed this report and it is correct to the best of my knowledge.  
X Lendora Satchell  
Signature of person completing this report

I have read this report and it is correct to the best of my knowledge.  
X Lendora Satchell  
Citizen's Signature

The officer name was officer Carroll  
I'm also going to send you a copy of my hospital report.

***Injury Map***  
(Circle areas of injury)



SATCHELL

NAPOLEON POLICE DEPT

Call for Service Record 0600339911:02 01 JUN 2006

HSE

Telephone		Date of call	04-22-2006
Common name		Day of week	SATURDAY
Location	800-B OAKWOOD AVE	Dispatcher	12RD
District	Z1 Sect	Time of call	16:39:00
Description	CIVIL ASSIST	Time of disp	16:40:00
		Time enroute	16:40:00
		On scene	16:46:00
		To hosp/sta	
		At hosp/sta	
		In service	
		In quarters	
		Time clear	16:51:00
Name	SATCHEL, LENORA	Incident#	06003399
Address	832 OAKWOOD #5	Run#	
City,St Zip	NAPOLEON, OH 43545	Accident#	
Telephone	599-1275	Signal code	92 99
		Fire code	
Units		Mode rec'd	TX
Officers 18CC		Status	REFERRED
Fire equip			
Comment			
Record type	REQ		
Name	SATCHELL, LENORA	Reg plate	
Alias	SATCHELL, LENORA L.	Reg state	
Address	832 OAKWOOD AVE, 005	Vehicle make	
Address		Vehicle year	
City St Zip	NAPOLEON, OH 43545	Vehicle model	
Height	502	Vehicle color	
Hair	GRY	OL license	RG793123 ID
Build		OP Lic State	OH
Race	W	VIN#	
Complexion		Officer #	U18CC B18
Soc sec #		Phone#	419-599-1275
Birth date	03-20-1944	Juvenile Y/N	N

D#06003399;I#06003399;ASSIST REQ  
 REQ-SATCHELL, LENORA L.  
 LOC-800-B OAKWOOD AVE

Cp called the station in regards to an injury that she received while walking down the sidewalks. Upon arrival it was noted that the Cp's left eye was red and appeared to be swollen. She provided that she was walking up to the bar to take an item to a friend when she was "looking around" and fell over a 1-2 inch raised crack in the side walk. She provided that she knew the crack was there, but just was not paying attention. She was offered medical assistance but declined stating that she may get treatment later when the neighbor gets home.

NAPOLEON POLICE DEPT

CFS Record 0600339911:02 01 JUN 2006

She inquired as to who she should report the incident  
 Page 1

SATCHELL

to. She was referred to Greg Heath and provided her with the phone number. She was also advised that the location would be referred down town as well so that they were aware.

Chief Weitzel was advised of the above by Disp. Donley.

The area was checked and noted to be a small raise in the sidewalk as she indicated.

C.L.Carroll Unit #18

901 5000 0600 5007

Service™  
**REGISTERED MAIL™ RECEIPT**  
 (Certified Mail Only No Insurance Coverage Provided)  
 For delivery information, visit our website at www.usps.com

**OFFICIAL USE**

Postage	
Certified Fee	
Return Receipt Fee (Endorsement Required)	
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$

Sent To: JO ANNE FUNCHION  
 KIRCHER'S FLOWERS  
 828 OAKWOOD AVE.  
 NAPOLEON, OH 43545

Postmark Here: NAPOLEON OH 43545

PS Form 3800, June 2002 See Reverse for Instructions

**CITY OF NAPOLEON**  
**Building & Zoning Division**  
 10000 Avenue, PO Box 151, Napoleon, OH 43545  
 419-592-4010 - Fax: 419-599-8393

JoAnne Funchion:

On June 6, 2006 an inspection was performed of the property, consisting of the sidewalk, located at 828 Oakwood Ave. There have been several complaints received in my office in regards to the condition of said property which had prompted this inspection.

Per the City of Napoleon Ordinances, Napoleon is required to use the BOCA National Property Maintenance Code 1996 for property maintenance requirements.

After inspection of said property I have determined that the property is in violation of the following section of the above stated code:

PM 303.3 Sidewalks & Driveways: All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. Stairs shall comply with the requirements of Sections PM 304.10 and PM 702.9.

The above violations must be corrected by September 7, 2006. All proper permits must be applied for and inspected. A final inspection will be conducted in order for all violations to be considered corrected. Failure to comply by said date would be a misdemeanor of the third degree as stated in 1311.03 of the City of Napoleon Codified Ordinances.

Thank you for your prompt attention to the above matters.

*Tom Zimmerman*  
 Tom Zimmerman  
 Building & Zoning Inspector

1311.03  
 The BOCA National Property Maintenance Code adopted under this chapter is hereby amended as follows: PM 106.2 Penalty. Any person, firm or corporation, who shall violate any provision of this code, shall be guilty of a misdemeanor of the third degree. Each day that violation continues after due notice has been served, in accordance with the terms and provisions hereof, shall be deemed a separate offense.



# CITY OF NAPOLEON

## Building & Zoning Division

255 W. Riverview Avenue, PO Box 151, Napoleon, OH 43545  
Phone: 419-592-4010 - Fax: 419-599-8393

### BUILDING & ZONING DIVISION

June 7, 2006

Zoning Administrator JoAnne Funchion  
Building Kircher's Flowers  
Commissioner 828 Oakwood Ave.  
Tom Zimmerman Napoleon, OH 43545

RE: 828 Oakwood Ave.

JoAnne Funchion:

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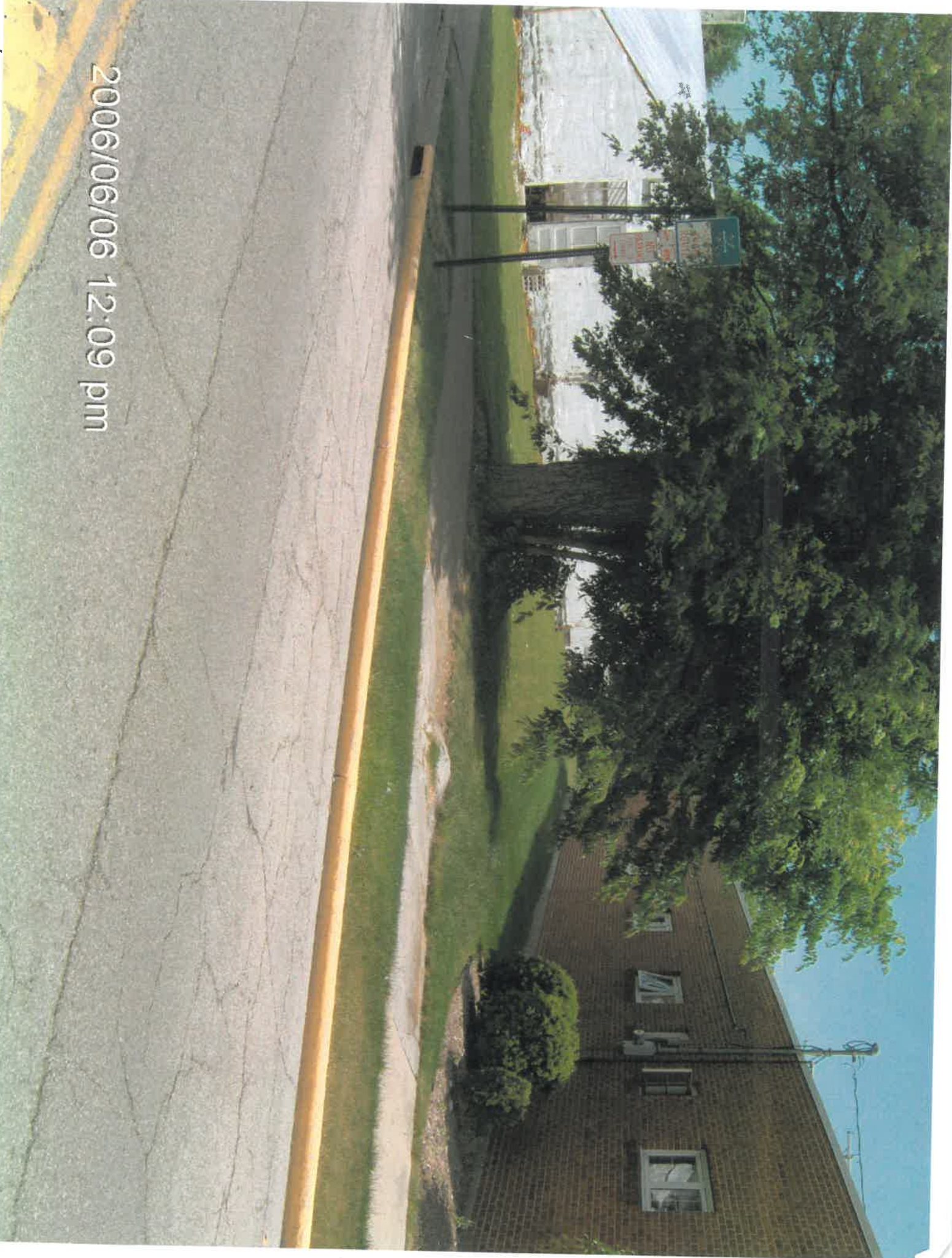
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Keith Belau

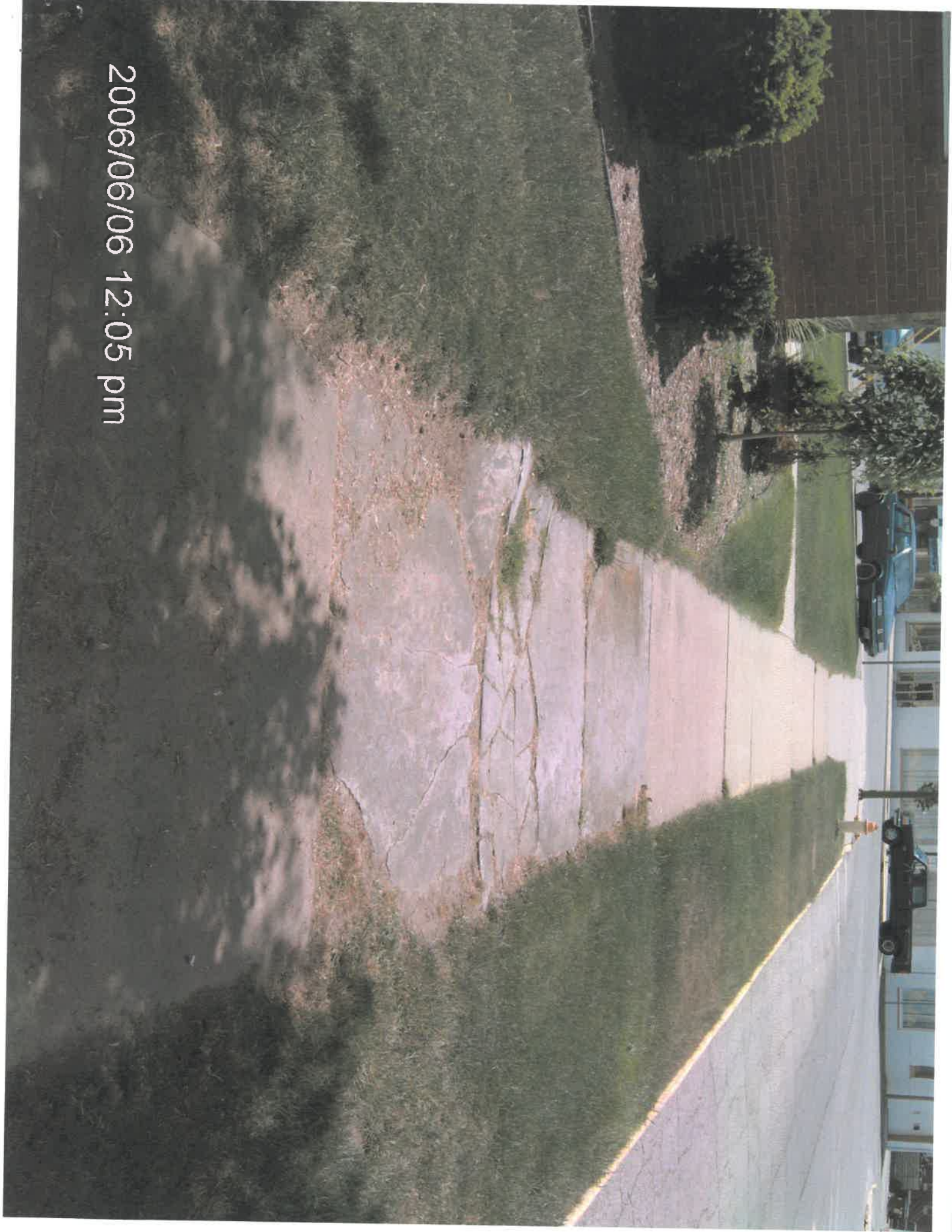
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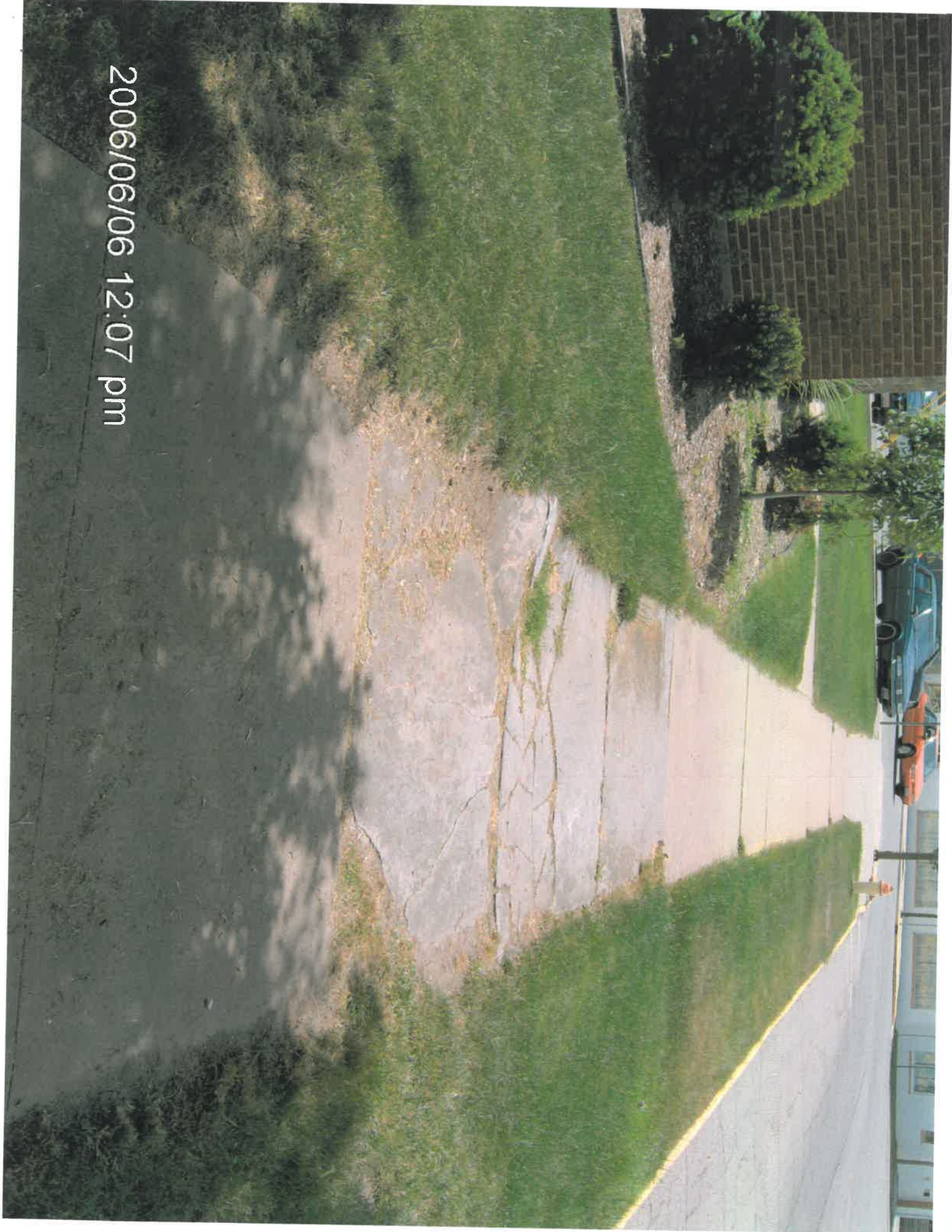
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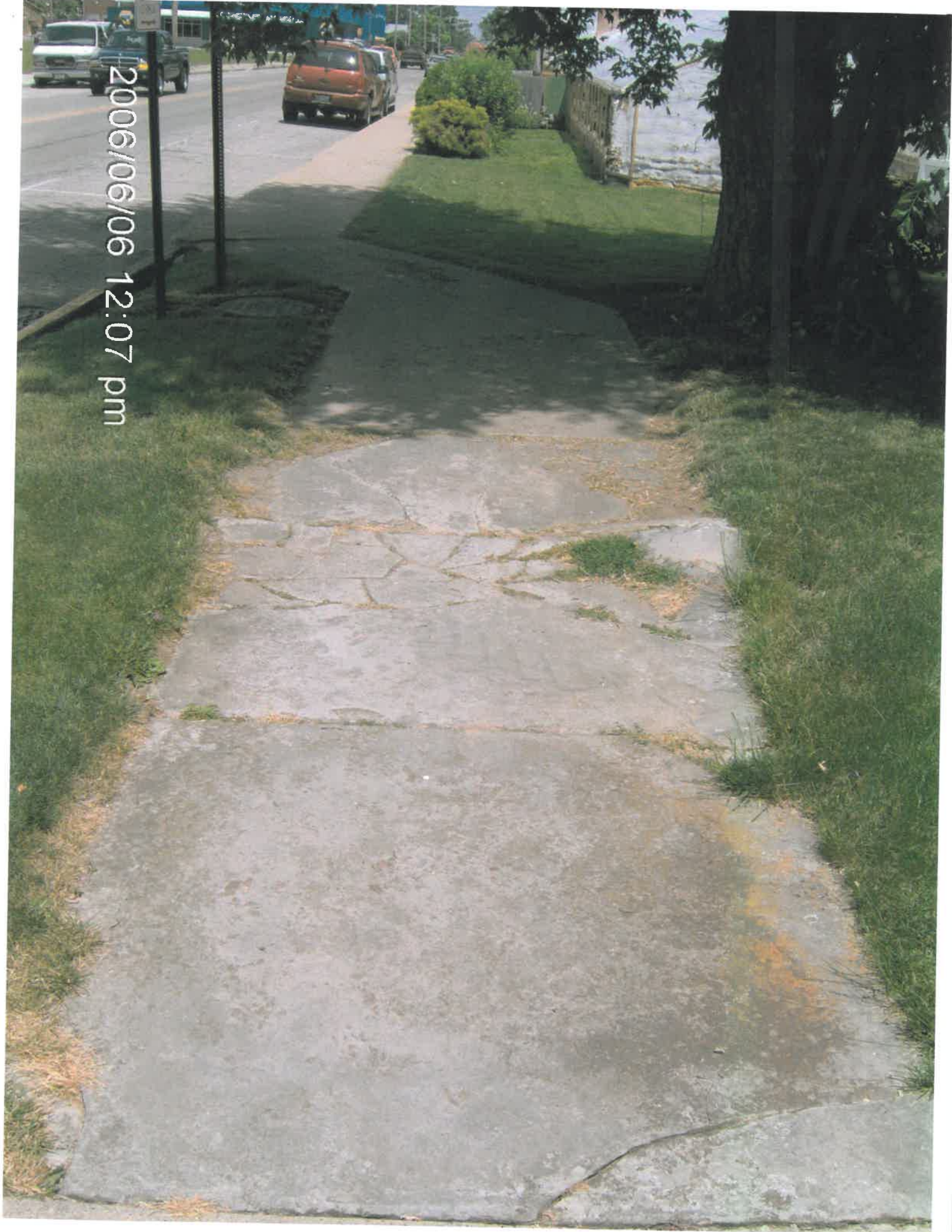
2006/06/06 12:05 pm





2006/06/06 12:07 pm

2006/06/06 12:07 pm



2006/06/06 12:08 pm

