

MINUTES OF MEETING
August 8th, 2017
VILLAGE OF TERRACE PARK COUNCIL
HAMILTON COUNTY, OHIO

Council met on Tuesday, August 8, 2017 at 7:30 p.m. in the Terrace Park Community Building. Mayor Tepe led Council in the Pledge of Allegiance. Members of Council present were Mr. John Gaskey, Mr. Jeff LeMay, Mr. Pax Lindell, Ms. Judith Lehman, Ms. Holly Purcell and Ms. Regina Sharp. In addition, Mayor Tom Tepe, EMS Chief John Maggard, Fire Chief Luke Frey, Clerk of Council Hester Sullivan, Solicitor Jeff Forbes and Police Chief Jerry Hayhow were in attendance. Chief Fiscal Officer Jean Marie Nelson was absent.

Council Member Lindell motioned to approve Council Minutes from the June 26, 2017 Council meeting. All voted aye. Minutes approved.

RESIDENTS TO ADDRESS COUNCIL: None

MAYOR'S REPORT: The Mayor recognized Wendi Van Buren, Regional Urban Forester, from Ohio Department of Natural Resources. Van Buren presented TP Urban Forester Mark Castator along with former arborist Randy Haller and tree committee members Leslie Jones and Polly Bassett with the Tree City Award for 2016. This is Terrace Park's 32nd year as a Tree City. Terrace Park has consistently been a Tree City since 1985. Van Buren noted how happy she is to see communities with such a long history of caring for their trees. Mark Castator thanked Randy Haller for all his work he did as his predecessor. The Mayor thanked all for their participation and efforts. Council and the new Village Administrator will continue to work to mitigate damage from wires. Councilmember Gaskey asked to take pictures of the tree group with the award. The Mayor continued with his report noting it's been a fairly quiet summer in the park. He thanked the Maintenance Department for all their brush pick up and general beautifying of the Park.

CHIEF FISCAL OFFICER: Absent, No report.

SOLICITOR: No report.

EMS CHIEF:

- Terrace Park EMS has responded to 91 emergency runs to date as of 8/3/17.
- Arrangements for a Fall EMS class to take place in late September are in process, with two recruits signed up so far; there is plenty of room for up to six more, so please consider joining us. Start day for classes will be September 26. There has been a lot of interest.
- Our thanks go out to Lori Higginbotham, Regina Sharp and Jamie Flerlage for their continuing effort in recruiting for EMS. Our next event will be an open house and informational session Aug.10th at the Community Building for potential recruits - it's not too late to sign up so please contact any of us if interested in attending this year's training!
- Training in July included units in Environmental Emergencies.
- Terrace Park Fire and EMS will be participating in this year's Airport Disaster Drill in early September, held every two years at CVG. The exercise involves dozens of local agencies from SW Ohio and Northern KY, plus all local hospitals and law enforcement agencies in simulating a mass casualty incident involving passenger aircraft.

FIRE CHIEF:

- Training: We have had three trainings since the last council meeting. We were able to get a house that was donated for TPDFD, Milford and Madeira/Indian Hill to practice critical skills. There was no live burning however we were able to simulate fire conditions with a smoke

machine. We also practiced self-rescue and rapid assistance (RAT) functions in the case of a down firefighter among many other skills we don't get the opportunity to practice often.

- Major Emergency Responses: TPDFD assisted Milford CFD on with a run to the Holiday Inn for smoke in the building among other miscellaneous runs.
- Rescue 94 is back in service.
- Mayor Tepe asked what our critical next steps are to accrue the large amount of money needed to purchase a new engine.

POLICE CHIEF/STREETS AND MAINTENANCE:

- Attended the Public Records training provided by the State Auditor in Columbus on behalf of the Mayor and Council.
- Street seal will begin next week. Working hard to get it all done before 8/21. We will notify residents of the start through Code Red, the Village Website, TP List and our Facebook Page.
- We will be flow testing fire hydrants again this year. The contractor will do it for the same price as last year. We will notify residents of the start through Code Red, the Village Website, TP List and our Facebook Page.
- Contracted again with Morton Salt Company, to provide salt for snow and ice removal. Salt is \$1/ton less than last year. \$57.50 a ton. Reserved 250 tons—which is a contracted amount.
- Have done emergency drain water repair on Fieldstone. Old drain box caved in and created a sinkhole. The old boxes are made of brick and when this one broke down it created a sink hole. We've been replacing these old brick boxes on Fieldstone and Winding Brook about 1 – 2 a year. Only 3 more left before they are all replaced.
- Milford Public Works Director expects SR 126 will reopen in the next 10 days.
- Getting contract information from Duke on underground wires. They've got a couple of streets on paper and will send the information to us when complete.
- LeMay asked about light pole replacement from the accident. Chief is corresponding with Progressive (driver's insurance), and we will get a new pole when we get the money from them. Because of the cost (roughly \$15,000) we don't keep a spare and they are made to order. We did have a spare, but lost a pole to a hit and run so we used it then. Council may want to entertain the idea of funds for a spare to avoid wait time like this in the future.
- Mayor Tepe thanked Hayhow for his tenure at Street Commissioner.

MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE: None

PLANNING & ZONING: We have a meeting August 28th to discuss our position on Medical Marijuana.

BUILDING AND GROUNDS: No report. Mayor expressed the sincere appreciation of a group of young boys for the new basketball hoops and metal nets. They make a very satisfying swish. Gaskey expressed thanks to Hayhow and the maintenance crew for making it happen.

FINANCE: No report. LeMay did want to note that he is running for council again next year. His signatures have been accepted so he will officially be on the ballot. Mayor noted there are four positions open and we have three current councilmembers running. Holly Purcell is retiring so her position is open. A fourth person has collected signatures and will hopefully be on the ballot as well.

RULES & LAWS: Councilmember Lehman introduced two ordinances that will repeal sections for the position of Street Commissioner and create the position of Village Administrator, hire Gerald Hayhow and waive the residency requirement. She also introduced the resolution which would fix the salary. Mayor Tepe asked if anyone had received any comments on creating the position. No one on Council nor Rules and Law Chair Lehman have received any comments. The position has been publicized. The Mayor asked if we should let the position sit until September or

go ahead and do a third reading and adopt the Ordinances and Resolution tonight. Lehman asked if any council members had any concerns or issues for discussion. No one did so she went ahead and advanced to the third reading.

- **ORDINANCE NO. 7-1, 2017 REPEALING SECTIONS 31.40, 31.41, AND 31.42 OF THE VILLAGE OF TERRACE PARK CODIFIED ORDINANCES REGARDING THE POSITION OF STREET COMMISSIONER AND ADOPTING NEW SECTIONS 31.40 AND 31.41 REGARDING THE ESTABLISHMENT OF THE POSITION OF VILLAGE ADMINISTRATOR** (Lehman moved to advance to a third reading, Gaskey seconded. Lehman moved to adopt, Sharp seconded. Lehman moved to adopt as an emergency, Lindell seconded. All voted aye. Ordinance adopted as an emergency.)
- **ORDINANCE NO. 7-2, 2017 CONSENT OF COUNCIL TO THE MAYOR'S APPOINTMENT OF GERALD HAYHOW AS VILLAGE ADMINISTRATOR AND WAIVING THE RESIDENCY REQUIREMENT** (Lehman moved to advance to a third reading, Purcell seconded. Lehman moved to adopt, Sharp seconded. Lehman moved to adopt as an emergency, Gaskey seconded. All voted aye. Ordinance adopted as an emergency.)
- **RESOLUTION 7-1, 2017 FIXING THE SALARY OF THE VILLAGE ADMINISTRATOR** (Lehman moved to advance to a third reading, Sharp seconded. Lehman moved to adopt, Lindell seconded. Lehman moved to adopt as an emergency, Gaskey seconded. All voted aye. Resolution adopted as an emergency.)

Lehman also reported on the Rules and Law Committee meeting held the night before (Monday night 8/7). There has been a request that the Rules and Law committee examine and amend the Animal Ordinance with a positive leash law. Unfortunately they ran out of time and had to end the meeting before they came to a resolution. The meeting will be continued to another date and Hester will publish that when we have it. The committee would like to make the community aware of the ordinances that are already on the books—if you feel threatened by an animal or nuisance dogs coming onto your property report to the police. The only reason these are not enforced is because the police are not aware. Members of the committee remind the community to please call the police if there is an issue so they can investigate. Reminder to all: the TP List is not the same as informing the police. The police do not monitor the TP List in real time. TP list is a great neighborhood resource and a great way to communicate when your dog gets out and when it's returned home.

Mayor Tepe stressed that if there is an unsafe situation—be it a speeding car or reckless golf cart, please report to the police. When in doubt, call 831-2137.

PUBLIC WORKS: No report. Thanks to Jerry for all your help as Street Commissioner.

PUBLIC SAFETY: No report.

CONTINUED BUSINESS: Mayor noted that the first Sewer Feasibility Committee meeting will be tomorrow night 8/9. Reminder these are open to the public.

NEW BUSINESS: None.

Council Member Sharp motioned to adjourn. Voice Vote all voted aye. Meeting Adjourned.

There will be no meeting in July.

Respectfully submitted:

Hester Old Sullivan
Clerk of Council

Thomas M. Tepe, Jr.
Mayor