

MINUTES OF MEETING
January 9, 2018
VILLAGE OF TERRACE PARK COUNCIL
HAMILTON COUNTY, OHIO

Council met on Tuesday, January 9, 2018 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. Pax Lindell, Mr. Jeff LeMay, Ms. Lauren Ingebritson, Ms. Judith Lehman and Ms. Regina Sharp. In addition, Mayor Tom Tepe, Clerk of Council Hester Sullivan, Solicitor Jeff Forbes, Chief Fiscal Officer Jean Marie Nelson, Fire Chief Luke Frey, EMS Chief John Maggard and Police Chief/Village Administrator Jerry Hayhow were in attendance.

Council Member Gaskey motioned to approve Council Minutes from the December 12, 2017 and January 1, 2018 Council meetings. Sharp seconded. All voted aye. Minutes approved.

RESIDENTS TO ADDRESS COUNCIL: none.

MAYOR'S REPORT:

- We swore in four Council Members on January 1—three veterans and one new member. The mayor congratulated and welcomed Jeff LeMay, Judith Lehman, Regina Sharp and specifically our new member Lauren Ingebritson.
- We have had contact back from the County regarding the ongoing sewer issue. Thanks to Jerry-- Jerry, Pax, Regina and the Mayor will be meeting with people from the county to talk. It is just to gather information and no decisions will be made. As a reminder, we left off with the County that they would go back and look at what the next step should be. This is a different situation than they have dealt with before – it is not one street in a small subdivision, this is a whole Village. Encouraged by the fact that we will meet with them to find out what next steps might be. Be clear, no decisions will be made tomorrow. Sewer Committee will meet at 6:30 tomorrow night (1/10) and they will report back what happened and potentially next steps.

CHIEF FISCAL OFFICER: No report.

SOLICITOR: No report.

CLERK OF COUNCIL: There is a revised list of Village Officials, distributed copies. Copy attached (Attachment C).

EMS CHIEF:

- Maggard started by welcoming the newly sworn Council Members.
- EMS had a total of 142 dispatches for 2017.
- We've had at least one chimney fire, and a couple in Miami Township. Make sure to get your chimneys cleaned on a regular basis.
- Recruiting class is still doing well and should finish up at the end of March this year. That means it's time to start thinking about recruiting for next year's class.

FIRE CHIEF: TP fire helped contain a garage fire in Milford. The next day we had a small kitchen fire here on Floral. Because it was gas fed it kept coming back despite the efforts of Officer Tanner.

POLICE CHIEF/VILLAGE ADMINISTRATOR:

- Hayhow submitted our renewal application with Ohio Government Risk for the village's liability insurance. We should have a quote, and if acceptable, a resolution for February's meeting.

- Working to complete the annual compliance report as a co-permittee of the Hamilton County Storm Water District. This report consist of several sections
 - Illicit discharge detection and elimination efforts
 - Erosions and sediment control efforts for active construction & Post-construction water quality. This is the small municipal separate storm sewer system permit authorizing discharges into surface waters in the state and is mandated by the Ohio EPA.
- Also working on the Hamilton County Hazardous Mitigation Plan. We have been a part of this plan since it began in 2013. And according to federal regulations, the plan must be updated every five years. This process is set up to identify potential hazards in the community, such as a tornado or a flood, and then have a mitigation plan to minimize the impact. Every jurisdiction must have these emergency plans available in order to receive FEMA funding. This is why we are partnering with the other jurisdictions and the Hamilton Co. Emergency Management and Homeland Security Agency.
- Asking Council to consider an agreement with DUKE placing the electrical services underground as identified in Attachment A. The agreement states that after the lines have been placed underground and TP decides to pave over them, Terrace Park would be responsible for the costs if for any reason there would be a need to get to them. Council Member Lindell will have more on that.
- Also to consider the need to purchase of a backhoe to replace the 2001 Case. Council Member LeMay will have more on that.

MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE: None

PLANNING & ZONING:

- Council Member Sharp introduced **RESOLUTION NO. 1-1, 2018 RESOLUTION CONFIRMING APPOINTMENT OF MEMBERS OF THE TERRACE PARK PLANNING COMMISSION.** Council Member Sharp introduced the member names: Jay Messner, David Moyer, Tom Tepe, and Regina Sharp. (Gohman’s spot will expire 12/31/21) Mayor Tepe noted that Walt DeWees is stepping down and thanked him for his service. Jay Messner will take his spot. Jay has a background in real estate development. Sharp then moved to advance this resolution to the third reading. Lindell seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Sharp then moved to adopt this resolution. Lehman seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Sharp then moved to treat the resolution as an emergency. Gaskey seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed and treated as an emergency.
- **RESOLUTION NO. 1-2, 2018 RESOLUTION CONFIRMING APPOINTMENT OF MEMBERS OF THE TERRACE PARK ZONING BOARD OF APPEALS** Council Member Sharp introduced the member names for appointment: David Brittingham, Doug Burgess, David Moyer, and Amy Nisonger (Holmes’ spot will expire 7/15/18). Sharp then moved to advance this resolution to the third reading. Lindell seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Sharp then moved to adopt this resolution. Gaskey seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Sharp then moved to treat the resolution as an emergency. Lehman seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed and treated as an emergency.

BUILDING AND GROUNDS: No report.

FINANCE:

- Council Member LeMay introduced **RESOLUTION NO. 1-3, 2018 RESOLUTION AUTHORIZING THE PURCHASE OF A 2018 CASE BACKHOE AT A PRICE OF \$71,040.80** Backhoe is critical to TP. The one we have is 17 years old with over 6000 hours. There are a number of problems with the current backhoe, all very expensive. We will get trade in of about \$19,000. Good news is that Jerry and Katie put this in the budget. LeMay then moved to advance this resolution to the third reading. Lehman seconded. Gaskey, Lindell, Lehman, LeMay,

Ingebritson and Sharp voted aye. LeMay then moved to adopt this resolution. Sharp seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. LeMay then moved to treat the resolution as an emergency. Gaskey seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed and treated as an emergency.

- Renewal of a levy due this year. It is done every five years. Jerry and Katie are on it and aware that it is due. Doesn't raise taxes.
- LeMay asked everyone to take a look at the financial overview he produced. (Attachment A) "Beginning Fund Balance" is where we started the year. Our "Revenue" came in at \$2.1 million the green indicating it came in higher than last year and also higher than what we projected. Expenditures were \$2.03 million. If you look at the average over the last seven years, it's about 1%. Inflation has been over 2% so this is great work by all the departments, Luke, John and Katie in managing our money very well, and we will continue to do so. "Ending Fund Balance" is how much cash we have on hand. We want to keep 6-9 months on hand in order to handle any emergencies. 10.3 months cash on hand is very prudent. Number will drop down over time. In anticipation of school levy, TP costs on average 16% of property taxes. The schools are 88% and Hamilton County is 18%. People ask about our tax rate. We don't have income tax, we don't have fees and we don't have a commercial income. If you look at Indian Hill or Madeira, they have Kenwood Mall and a very well-established commercial zone. 12 – 20% more of their revenue comes from commercial business. The upcoming levy is 2.8 mil about \$300,000.

RULES & LAWS: No report.

PUBLIC WORKS: Council Member Lindell introduced **RESOLUTION NO. 1-4, 2018 AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR TO ENTER INTO A UTILITY RELOCATION AGREEMENT WITH DUKE ENERGY, OHIO, INC.** Duke will be coming through the Village and offering to put the lines underground for certain streets. You can see it on the map attached (Attachement B) and is also available online along with a list of the specific addresses. Once Duke puts the lines underground, this agreement just says that if we pave over, they have a right to dig to get to their lines at our expense. Duke will visit every single household on the list to discuss this option. Lindell then moved to advance this resolution to the third reading. Sharp seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Lindell then moved to adopt this resolution. Lehman seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Lindell then moved to treat the resolution as an emergency. Sharp seconded. Gaskey, Lindell, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed and treated as an emergency.

PUBLIC SAFETY: None.

CONTINUED BUSINESS: None.

NEW BUSINESS: None.

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

Respectfully submitted:

Hester Old Sullivan
Clerk of Council

Thomas M. Tepe, Jr.
Mayor