

**MINUTES OF REGULAR MEETING**  
**May 10, 2016**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Tuesday, May 10, 2016 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, Ms. Judith Lehman, Mr. Jeff LeMay, Mr. Pax Lindell, Mrs. Holly Purcell, and Mrs. Regina Sharp. In addition, Mayor Tom Tepe, Clerk of Council Melanie Stutenroth, Chief Fiscal Officer Jean Marie Nelson, Solicitor Jeff Forbes, EMS Chief John Maggard, Fire Chief Luke Frey and Police Chief Jerry Hayhow were in attendance.

Mr. Lemay moved to approve Council Minutes from the April 12, 2016 regular Council meeting. Judith Lehman seconded. All voted aye. Minutes approved.

**RESIDENTS TO ADDRESS COUNCIL:** Connie Singler of 407 Elm Avenue addressed Council to discuss her concerns about the outdoor dining/entertainment proposed for the The Birch property as well as noise concerns. Please see attached for her full report. Mayor Tepe thanked Mrs. Singler for addressing Council and expressing her concerns. He asked Judith Lehman, chair of Rules & Law Committee, to schedule a meeting to further discuss possible legislation regarding noise and outdoor dining venues.

Mrs. Diane Treftz of 317 Given Road then addressed Council to voice her concern about parking at The Birch property, especially during large events such as Bengals game and special events. She would like Council to consider posting “No Parking” signs along both sides of Given from the entrance to the restaurant to Stoney Creek. Mrs. Treftz then expressed concern about standing water in the Village, in particular, on Red Bird Lane. She is concerned that mosquitos will breed in the water putting local children at risk. She asked Council to address the water problem. Finally, Mrs. Treftz asked Council if there is an abandoned home ordinance that addresses yard maintenance? She is concerned about the yard of an abandoned home where the owner lives out of state and the yard is not being maintained. In conclusion, Mrs. Treftz stated that she supports Connie Singler’s concerns about The Birch restaurant. Chief Hayhow stated that parking problems on Given will be addressed by the Village should a problem develop. In addition, Chief Hayhow stated that there is an ordinance regarding abandoned properties in the Village. Finally, regarding the standing water on Redbird Lane, Chief Hayhow responded that the Village has tried to address the issue with French drains before but the homeowner refused to cooperate with the repair. The Village was unable to resolve the issue.

Al Singler of 407 Elm Avenue then addressed Council regarding the abandoned property on Elm and stated that the home has been vacant for four years. End of report.

Mayor Tepe then asked that the schedule be rearranged to swear in a new EMS volunteer. Holly Purcell introduced **RESOLUTION 5-1, 2016. A RESOLUTION FOR THE CONSENT OF COUNCIL TO THE APPOINTMENT BY THE MAYOR OF SUSAN J. MAGGARD TO THE VOLUNTEER EMERGENCY SERVICES DEPARTMENT OF THE VILLAGE OF**

**TERRACE PARK**. She then advanced this resolution to the third reading. Lehman seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Purcell then moved to adopt this resolution. Sharp seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Purcell then moved to treat the resolution as an emergency. Gaskey seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Resolution passed. Susan Maggard was then sworn in by Mayor Tepe. End of report.

**MAYOR'S REPORT:** Mayor Tepe did not have a formal report but reminded residents that during the warm weather months, to be aware of more children playing outside. He asked drivers to slow down to help protect the Village's children. End of report.

**CHIEF FISCAL OFFICER:** Chief Fiscal Officer, Jean Marie Nelson, reported that the recent audit logged less hours than in previous years and allowed for a savings of \$5,000.00 to the Village. The audit is now complete and the Village is awaiting a response from the auditor. She thanked Katie Lyons for her work on the audit process. End of report.

**SOLICITOR:** Jeff Forbes stated that the Village does have an ordinance to control tall grass on properties. He then introduced his colleague, Jillian Brandstetter, who is new to his firm and learning about local municipal activities. End of report.

**EMS CHIEF:** Chief Maggard reported that there were 10 emergency runs since the April Council meeting for a total of 59 runs to date. Maggard then welcomed Susan J. Maggard to the EMS department and reported that the other recruits will take the National Registry exam this Spring. Regular continuing education training have included CE units in Trauma triage. Mark Johnston from Christ Hospital will present a workshop on cardiac issues on May 16. On May 20<sup>th</sup>, TPEMS and TPFD personnel and vehicles will participate in a county-wide disaster drill at the Scarlet Oaks facility. These exercises allow the department to practice skills and procedures needed in the event of a mass casualty event. Local fire, Red Cross, police and hospital agencies will also participate. In conclusion, Chief Maggard stated that the department is now actively recruiting for next year's EMS class and he encouraged residents to volunteer. End of report.

**FIRE CHIEF:** Chief Frey did not have a formal report but encouraged residents to volunteer for the emergency service departments. He also reminded residents that, during Spring storm season, to avoid downed powerlines which can be extremely dangerous. End of report.

**POLICE CHIEF:** No report.

**STREETS AND MAINTENANCE :** No report.

**BUILDING OFFICIAL:** The Building Official's report was included in Council packets.

**MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:** None.

**PLANNING & ZONING:** Regina Sharp presented for a third reading and vote **ORDINANCE 3-1, 2016. AN ORDINANCE AMENDING TERRACE PARK ZONING ORDINANCE.**

She moved to advance this Ordinance to the third reading. Lehman seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Sharp then moved to adopt the ordinance. Gaskey seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Council decided to not treat this ordinance as an emergency so the ordinance will go into effect in 30 days from this Council meeting. End of report.

**BUILDING AND GROUNDS:** John Gaskey reported that he recently attended a Tree Committee meeting . He announced that for the 31<sup>st</sup> year, the Village has been awarded the Tree City designation by the Arbor Day Foundation. He thanked Mark Castator, the Village Urban Forester, as well as the Tree Committee Board, Molly Cobb, Susan Rodgers, Leslie Jones, Polly Bassett and Jeff Krueger. Gaskey reported that the average number of street tree species for a Tree City is seven; however, the Village of Terrace Park has over 45 different street tree species.

Mr. Gaskey then reported that Wifi will be installed in the Community building and the log cabin restrooms will be updated. End of report.

**FINANCE:** Jeff Lemay reported that work on the 2017 Budget will begin in June. End of report.

**RULES & LAWS:** Judith Lehman reported that work has begun to recodify the Village ordinances as well as update the Employee Handbook. She then presented for a third reading **RESOLUTION 4-3, 2016. A RESOLUTION ESTABLISHING A TOBACCO FREE WORKPLACE POLICY.** Gaskey seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Lehman then moved to adopt this resolution. Purcell seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Lehman then moved to treat the resolution as an emergency. Purcell seconded. John Gaskey, Judith Lehman, Jeff Lemay, Pax Lindell, Holly Purcell and Regina Sharp all voted aye. Resolution passed. End of report.

**PUBLIC WORKS:** Pax Lindell reported that road resurfacing for the Village will begin on May 23<sup>rd</sup> depending on weather. Residents who live on the streets impacted by the resurfacing will be notified about parking restrictions. End of report.

**PUBLIC SAFETY:** Holly Purcell did not have any additional business following the swearing in of Susan Maggard.

**CONTINUED BUSINESS:** None.

**NEW BUSINESS:** None.

Mr. Lemay moved to adjourn the regular meeting. All voted aye. Regular meeting adjourned.

**Respectfully submitted:**

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**Melanie N. Stutenroth**  
**Clerk of Council**

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**Thomas M. Tepe, Jr.**  
**Mayor**