

**MINUTES OF REGULAR MEETING**  
**MARCH 14, 2017**  
VILLAGE OF TERRACE PARK COUNCIL  
HAMILTON COUNTY, OHIO

Council met on Tuesday, April 11, 2017 at 7:30 p.m. in the Terrace Park Community Building. Mayor Tepe led the Council and other participants in the Pledge of Allegiance. Members of Council present were Mr. John Gaskey, Mr. Jeff LeMay, Ms. Holly Purcell, Mr. Pax Lindell, Ms. Judith Lehman 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, Chief Fiscal Officer Jean Marie Nelson and Police Chief Jerry Hayhow were in attendance.

Council Member Lehman motioned to approve Council Minutes from the March 14, 2017 regular Council meeting. All voted aye. Minutes approved.

**Residents to Address Council--none**

**Mayor Tepe asked Council Member Purcell if she wanted to advance her resolutions. She did.**

- **RESOLUTION 4-6, 2017 CONSENT OF COUNCIL TO THE APPOINTMENT BY THE MAYOR OF STEVE ESTEPP TO THE VOLUNTEER EMERGENCY MEDICAL SERVICES DEPARTMENT OF THE VILLAGE OF TERRACE PARK** Purcell then moved to advance this resolution to the third reading. Lindell seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Purcell then moved to adopt this resolution. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Purcell then moved to treat the resolution as an emergency. Gaskey seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Mayor Tepe welcomed Mr. Estep and thanked him for his service. He then administered the EMS Oath of Office.
- **RESOLUTION 4-7, 2017 CONSENT OF COUNCIL TO THE APPOINTMENT BY THE MAYOR OF DANIEL GROSSOEHME TO THE VOLUNTEER EMERGENCY MEDICAL SERVICES DEPARTMENT OF THE VILLAGE OF TERRACE PARK.** Purcell then moved to advance this resolution to the third reading. Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Purcell then moved to adopt this resolution. Lindell seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Purcell then moved to treat the resolution as an emergency. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Mayor Tepe welcomed Mr. Grossoehme and thanked him for his service. He then administered the EMS Oath of Office.

**Mayor's Report-Tom Tepe**

- Tim Ingram, Hamilton County Public Health Commissioner, will join us next month to tell everything you want to know about septic. The Mayor felt with building season coming up and questions people have it would be good to get information straight from them. It is a complicated topic and one best left at the county level. Indian Hill tried for a while to do it

themselves and quickly returned supervision to the County. They have the means and the knowledge. {NOTE: this will now be an independent presentation on May 2 in the evening}

- As you know we went into executive session the last couple months. We discussed the need for a Village Administrator. Having this position will help us with succession planning when some of our current people (notably Chief Hayhow, John Maggard and Luke Frey) are ready to hand off their programs. They do an amazing job and we don't want to be caught unprepared if and when they retire. This is one step in our succession plan, we run smoothly because of these people and we need to make sure we continue to do so. Mayor handing off to Judith Lehman and the Rules and Law Committee to proceed. This will definitely be a process and not happen overnight. Everyone welcome to join in the discussion. Clerk of Council Sullivan and Council Member Lehman to work on a date for the first committee meeting. Council Member Lehman reiterated that the community is more than welcome to attend and give their input and to observe the process. {NOTE: Meeting scheduled for May 9, 6:30 p.m.}
- Arbor Day is in April. We have once again been given the designation as Tree City USA. Special thanks to Mark Castator and Council for making trees a priority in the Village. Mayor Tepe read the Arbor Day Proclamation (attached) proclaiming April 28 as Arbor Day in Terrace Park.

**Chief Fiscal Officer-Jean Marie Nelson**—no report

**Solicitor-Jeff Forbes**—no report

**EMS Chief-John Maggard** –

- The 2016-2017 EMS recruit class is now finished, with the induction taking place tonight of Steven Estep and Daniel Grosseohme; new EMT Sean Vester was previously sworn in last year as a Terrace park firefighter. We hope to have the fourth recruit inducted at next month's meeting.
- We are embarking on a more coherent marketing campaign this year for EMS recruitment from our community with the help of Lori Higginbotham and Jamie Flerlage who are graciously volunteering their time and expertise toward this goal. We appreciate the ongoing support and help from the Mayor and Safety Committee in this effort to keep our volunteer force strong.
- As part of this effort we are planning several public information sessions over the spring and summer featuring healthcare professionals from local hospitals offering valuable information on pediatric and geriatric issues for Terrace Park parents and those caring for older adults. We'll be announcing the times and locations as details become available.
- We are planning for another recruit class beginning in September - please consider joining our department! All training is free, done here in Terrace Park and requires no previous medical background - we need local residents to maintain our long-running service! (Babysitting offered!)
- The Powerload system for the new ambulance cot has been delivered to the station and awaits installation next Monday, followed by training in its use and features by all EMS personnel. This installation time and need for front brake replacement in-house will require the ambulance to be

out of service for a couple of days this month. Will be a great safety addition for our staff and patients. Thank you to Council for all of their support in securing funding for the cot.

- TPEMS has responded to eight medical dispatches since the March 14th meeting for a ytd total of 38.
- Training in April included units in Ohio Trauma Protocol Review and a Run Review session with our medical director Dr. Oblinger.

### **Fire Chief-Luke Frey**

- We have had two trainings since the last council meeting. We will be training with other departments at the Cincinnati live burn tower all day on April 13 & 14.
- No emergency responses to report.
- Storm season is coming. If you see downed wires, call 911 to report immediately. Do NOT go near any wire on the ground even if you know it's telephone or cable; those wires may be touching a live electrical wire somewhere distant and may be energized.
- Rescue 94 (1993 Seagrave) was being driven to our maintenance contractor in Kentucky to repair a broken water pipe on 8March17 and on the way, the engine malfunctioned. We typically expect a piece of apparatus to remain in operation thirty (30) years before it is obsolete or has lived its useful life. Most Hamilton County departments do not keep an engine more than fifteen (15) years. In six (6) years, the current Engine 94 will have seventeen (17) years of service and Rescue 94 will need to be replaced. The plan, when Engine 94 was purchased and delivered new in 2006 was to replace one engine every fifteen (15) years so the burden of replacing both engines at the same time was mitigated. It takes a minimum of two years to design and have an engine built.
- **Please make sure your house numbers are prominently displayed on the front of your house and not hidden by shrubbery. You know where you live because you go there every day. On an emergency run it may take extra valuable time if we can't locate the address quickly because the numbers don't face the street, are too small to read in the dark or are hidden by plants.**
- We have set up a Facebook page, search and like us at "Terrace Park Volunteer Emergency Services" where everyone can keep up with Fire/EMS activities and news.
- ***Our roster needs to grow.*** We have an outstanding group of firefighters but our numbers are eroding. The only way for us to continue success is for residents to give back to our community. We are always searching for new residents to step up and take their turn giving back to Terrace Park and be a part of the Department. If anyone is interested, please contact me directly at 513.615.6750. We currently have thirty-six members on the fire department, but are always looking for more volunteers.

### **Police Chief & Street Commissioner - Gerald Hayhow**

- We have a fair amount of things regarding streets that Council Member Lindell will present.
- Survey Crew on Route 50 reports they are surveying in order to address resurfacing and drainage issues between here and Mariemont.

**Member of Council-Outside of their Committee-- none**

**Planning & Zoning – Regina Sharp – no report**

**Buildings & Grounds – John Gaskey – no report**

**Finance – Jeff LeMay** two resolutions to present

**RESOLUTION 4-1, 2017 AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT WITH MEDICOUNT MANAGEMENT, INC. FOR EMS BILLING SERVICES** LeMay gave a brief overview.

Medicount is a service that bills insurance companies for EMS runs. They bill an agreed upon amount and they get 8% in the first year and it goes down after that. Key features: they bill insurance companies, not residents; it's a soft bill so they bill 3 times and if no response they drop it; they don't bill if there's a deductible; no disincentive for a resident to not call EMS. Do not know what this revenue stream will look like, funds have not been earmarked, but this is a low risk totally appropriate use of this service. Can assure residents they will not receive any calls from the company. He then moved to advance this resolution to the third reading. Lindell seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. LeMay then moved to adopt this resolution. Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. LeMay then moved to treat the resolution as an emergency. Purcell seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye.

**RESOLUTION 4-2, 2017 A RESOLUTION TO EMPOWER THE ASSISTANT FISCAL OFFICER TO REVISE THE 2017 APPROPRIATION BUDGET** LeMay explained the

second pumper blew it's engine. The least expensive option is to repair the engine at a cost of about \$8000.00. We are moving money from tax collection to cover this expense. This fix is not a permanent solution, just the lowest cost solution to get the engine running again. Hoping it lasts for another six years and gives us time to look at our options. A new truck will be \$480,000 - \$600,000. Purcell asked if you could rent or lease a truck. Since the vehicle is designed specifically for Terrace Park, a lease as such would not be realistic. We will start looking at this sooner than later. We are covered by mutual aid while the truck is down, but that is also not a permanent solution. LeMay then moved to advance this resolution to the third reading. Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. LeMay then moved to adopt this resolution. Gaskey seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. LeMay then moved to treat the resolution as an emergency. Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye.

**Rules & Law – Judith Lehman** no report. Mayor Tepe noted that we should include our Solicitor Forbes in one of the meetings regarding the possible Village Administrator position.

**Public Works – Pax Lindell** 3 resolutions to present. As construction season starts so does street work.

**RESOLUTION 4-3 , 2017 AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT WITH HENDY, INC. FOR THE GIVEN ROAD SIDEWALK PROJECT AT A COST NOT TO EXCEED \$21,918.00**

This new sidewalk will run from Stoney Creek to Wooster Pike. Lots of Elementary aged children now on Stoney Creek and Given Lane who need safe access down Given Road. Sidewalk will be on the Birch side of Given. It will be blacktop much like the one we did on Indian Hill Road.

Lindell then moved to advance this resolution to the third reading. Purcell seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Lindell then moved to adopt this resolution. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Lindell then moved to treat the resolution as an emergency. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye.

**RESOLUTION 4-4,2017 AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT WITH STRAWSER CONSTRUCTION INC., FOR 11,784 SY OF ONYX MASTIC SURFACE TREATMENT ON ELM BETWEEN US 50 AND STANTON AT A COST NOT TO EXCEED**

**\$19,325.76.** Each year on a schedule, we resurface a section of streets. We used to use tar and chip and then moved to black mat. Last year black mat was \$3.11 per square yard, this year we will move to a new treatment called Onyx by the same company that is \$1.64 per square yard. It is specifically used to seal tar & chip streets. Lindell then moved to advance this resolution to the third reading. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Lindell then moved to adopt this resolution. Purcell seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Lindell then moved to treat the resolution as an emergency. Gaskey seconded. Gaskey, LeMay, Lindell, Purcell, and Sharp voted aye.

**RESOLUTION 4-5,2017 AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT WITH BUCKEYE PAVEMENT SOLUTIONS, LLC. FOR 17,551 SF OF ASPHALT PAVEMENT REPAIR ON ELM IN BETWEEN AMHERST AND STANTON AND TERRACE PLACE BETWEEN RUGBY AND OXFORD NOT TO EXCEED \$30,961.50.**

This will repair the second half of Terrace Place as well as sections of Elm and Amherst where there has been erosion of the asphalt. We repaired the upper part of Terrace Place by the Post Office last year. This will go down toward the church. Most of the work by the school will happen after the kids get out for the summer. This is money that was budgeted for this; this is not additional money. He then moved to advance this resolution to the third reading. Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Lindell then moved to adopt this resolution. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Lindell then moved to treat the resolution as an emergency. Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Purcell, and Sharp voted aye. Thank you to Chief Hayhow for all the work and research he's done on this.

**Public Safety – Holly Purcell** – wanted to echo what Chief Maggard said about the EMS Recruitment efforts. Have had two Safety Committee Meetings and Jamie Flerlage and Lori Higginbotham are awesome and doing all this work volunteer. If you see them around the Village, please thank them for their efforts on this important work.

**Continued Business** -- none

**New Business** – speaking of new businesses—we have the Birch which has opened up across the street, very excited to have this new business. The mayor invited everyone present to follow him over after the meeting was adjourned.

**Adjournment**—Councilmember Lehman moved to adjourn, voice vote all voted aye.