

MINUTES OF REGULAR MEETING
February 10, 2015
VILLAGE OF TERRACE PARK COUNCIL
HAMILTON COUNTY, OHIO

Council met on Tuesday, February 10, 2015 at 7:30 p.m. in the Terrace Park Community Building. Mayor Gohman led Council in the Pledge of Allegiance. Members of Council present were Mr. Lee Cole, Ms. Judith Lehman, Mr. Jeff LeMay, Mr. Tom Tepe, Mr. Rick Tripp and Mrs. Holly Purcell. In addition, Mayor Jay Gohman, Clerk of Council Melanie Stutenroth, Chief Financial Officer Mark Holcomb, EMS Chief John Maggard, Fire Chief Luke Frey, and Police Chief Jerry Hayhow were in attendance. Solicitor Bob Malloy was absent.

Mayor Gohman requested that the Minutes from the January 29th Special meeting be reviewed again by Council for accuracy. These will be presented for approval at the March 10, 2015 meeting. Mrs. Holly Purcell then moved to approve Council Minutes from the January 13, 2014 Council meeting. Mr. Tepe seconded. All voted aye. Minutes approved.

Mayor Gohman then commented that during the January 29th meeting, Patti Normile asked Council why the Village Green is zoned Business B. At the time, Council believed this zoning classification to be a mistake. However, Lee Cole researched the zoning history and discovered that at one time, a cigar store existed on the Village Green. The classification remained following the closure of the store. Lee Cole believes the store closed in 1900. Judy Lehman then asked if a business could be built on the property in the future, due to this classification. Mayor Gohman responded that many restrictions are in place to prevent this from happening and Council would need to approve the project. "A business on the Village Green is highly improbable", concluded Mayor Gohman.

RESIDENTS TO ADDRESS COUNCIL: None.

MAYOR'S REPORT: Mayor Gohman reported that a New Resident Open House occurred in January. New residents were able to ask questions of Village officials and learn about Village services and organizations. The next Open House will be held in July and residents will be notified when a date has been chosen. He then stated that he was pleased with the Special meeting on January 29th and the opportunity to educate residents about the Zoning Code. He thanked those residents who were able to attend. In addition, Mayor Gohman stated that Council meetings will now be advertised on the list along with a meeting disclaimer. These reminders will also include a drafted agenda for the meeting. Mayor Gohman then welcomed Katie Lyons as new Assistant Fiscal Officer for the Village. In conclusion, he reminded residents to contact the Building Official before starting work on their home or property. End of report.

CHIEF FISCAL OFFICER: Mr. Holcomb thanked Jerry Hayhow and Katie Lyons for wrapping up 2014 and getting the certificate of funds to Hamilton County. He also thanked Melanie Stutenroth for advertising the Cash Basis and Jeff Lemay for his work on these items. Lynn Baird of the Village New Richmond was thanked for her assistance in the transition to a new Assistant Fiscal Officer. He also stated the Council packets contain an UAN statement

report instead of individual statements. The packet also includes the outstanding statements and the cleared statements. End of report.

SOLICITOR: Bob Malloy was absent.

EMS CHIEF: Chief John Maggard reported that there have been 11 runs for Terrace Park EMS and 21 total emergency runs for the year. The 2014-2015 EMS class is proceeding on schedule and recruits will begin clinical time doing runs with other departments and in area emergency rooms. He then expressed gratitude on behalf of the Emergency Services department for donations in memory of Bill Heffner, a great friend of both departments. He also thanked Captain Steve Wilson for taking over leadership duties while Bruce Long and Chief Maggard were temporarily retired from the EMS. End of report.

FIRE CHIEF: Chief Frey reported that the Fire department has had two trainings since the January Council meeting. In February, a training will be held with Milford FD. He reported that these training are important to both departments to increase efficiency when on scene. TPDFD recently assisted Milford with a small trash chute fire at SEM. Chief Frey reported that Engine 94 had repairs completed recently on the passenger side doors and the fender skirts. In conclusion, Chief Frey appealed to residents to volunteer for the Emergency Services Departments. End of report.

POLICE CHIEF: Police reports were submitted to Council prior to the meeting.

STREETS AND MAINTENANCE: . Chief Hayhow reported that the Maintenance department is currently working in the Records Room, painting and reorganizing the Village archives. In addition, the roof was recently repaired. End of report.

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

MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE: None.

PLANNING & ZONING: Mr. Tepe stated that he was very pleased with the Special meeting on January 29th. He thanked the residents who attended for their opinions and dialogue with Council. He encouraged residents to attend Council meetings to stay informed. As a result of the Special meeting, the Zoning Committee will plan to meet within the next 30 days to discuss some of the suggestions made by residents at the meeting. In addition, a review of the Zoning Code will take place to insure that the Code reflects current visions for the Village. He does not recommend a change of the Green's zoning classification at this time due to expense. When a Zoning meeting date has been chosen, the meeting will be advertised on the bulletin boards, website and tplist. Mr. Tepe then stated that a new Building Inspector has been hired to assist Building Official, John Hester. His name is Darren Mills and he is current building supervisor for Hamilton County. He will enable the Village to provide better service to residents who have construction projects. Mr. Tepe stated that the Village budget was sufficient for this new hire but a raise in Building fees might be considered to offset these costs. End report.

Mayor Gohman added that the Building department works to insure that all construction projects are done properly.

Lee Cole asked the Zoning Committee to review the need for the “2 hour limit” parking signs by St. Thomas Church. These signs were added when Terrace Park had a Metro Bus route that ran through the Park. This route no longer exists and Mr. Cole believes these signs are no longer needed. Mr. Cole asked that Council review the need for these signs. Chief Hayhow suggested that a Rules & Law committee meeting be held to discuss this matter.

BUILDING AND GROUNDS: No report.

FINANCE: Mr. Lemay introduced **RESOLUTION 2-1, 2015. A RESOLUTION AUTHORIZING CONTINUING INSURANCE COVERAGE FOR THE VILLAGE OF TERRACE PARK UNDER THE OHIO GOVERNMENT RISK MANAGEMENT PLAN AND AUTHORIZING PAYMENT OF PREMIUM IN AN AMOUNT NOT TO EXCEED \$27,120.00.** Mr. Tepe asked how this compares to the premium from last year? Mr. Lemay responded that in 2004, the Village insurance plan was \$27,000.00. Ten years later, the plan is still around \$27,000. Although insurance rates have gone down, Mr. Lemay credited Chief Hayhow and the plan that he has put in place for the Village. A risk management company was hired to help reduce risk to the Village and Chief Hayhow added that the officers use a daily training bulletin for testing of policy and procedure. The Village’s insurance company liked this risk management company so much that for the first few years, the insurance company paid the premiums. Chief Hayhow stated that the 3% increase in the plan is a result of the evaluation of Terrace Park property as well as for computer property which was mandated by the state. Mr. Lemay then advanced this resolution to the third reading. Mr. Tepe seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mr. Lemay then moved to adopt the resolution. Mrs. Purcell seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mr. Lemay moved to adopt the resolution as an emergency. Ms. Lehman seconded. Messrs. Cole, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Resolution passed.

Mr. Lemay then introduced **RESOLUTION 2-2, 2015. A RESOLUTION CONFIRMING THE APPOINTMENT OF KATHERINE LYONS AS ASSISTANT FISCAL OFFICER FOR THE VILLAGE OF TERRACE PARK.** Mr. Lemay thanked Chief Hayhow, Mark Holcomb, Melanie Stutenroth and Mayor Gohman for their assistance with this transition. He then advanced this resolution to the third reading. Mr. Tepe seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mr. Lemay then moved to adopt the resolution. Ms. Lehman seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mr. Lemay moved to adopt the ordinance as an emergency. Mrs. Purcell seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Resolution passed.

Finally, Mr. Lemay introduced **RESOLUTION 2-3, 2015. A RESOLUTION REQUESTING THE COUNTY AUDITOR TO MAKE ADVANCE PAYMENTS.** He explained that this process is completed twice a year and allows the Village access to tax revenue two weeks earlier. Mr. Lemay then advanced the resolution to the third reading. Mr. Cole seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mr. Lemay then moved to adopt the resolution. Mrs. Purcell seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs.

Purcell voted aye. Mr. Lemay moved to adopt the resolution as an emergency. Ms. Lehman seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Resolution passed. End of report.

RULES & LAWS: Rick Tripp began his report by thanking Building Official, John Hester, for his excellent work in Terrace Park. He then stated that he and Lee Cole will discuss a possible meeting to reconsider the “Two Hour Limit” parking signs at St. Thomas Church. End of report.

PUBLIC WORKS: No report.

PUBLIC SAFETY: Mrs. Purcell introduced **RESOLUTION 2-4, 2015. A RESOLUTION FOR THE APPOINTMENT OF JOHN MAGGARD AS CHIEF OF THE EMERGENCY SERVICES DEPARTMENT FOR THE VILLAGE OF TERRACE PARK.** Mrs. Purcell then advanced the resolution to the third reading. Ms. Lehman seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mrs. Purcell then moved to adopt the resolution. Mr. Tepe seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mrs. Purcell moved to adopt the resolution as an emergency. Ms. Lehman seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Resolution passed.

At this point, Mayor Gohman conducted an official swearing in of EMS Chief John Maggard.

Mrs. Purcell then introduced **RESOLUTION 2-5, 2015. A RESOLUTION FOR THE CONSENT OF COUNCIL TO THE RE-APPOINTMENT BY THE MAYOR OF BRUCE LONG TO THE VOLUNTEER EMERGENCY MEDICAL SERVICES DEPARTMENT OF THE VILLAGE OF TERRACE PARK.** Mrs. Purcell then advanced the resolution to the third reading. Ms. Lehman seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mrs. Purcell then moved to adopt the resolution. Mr. Cole seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Mrs. Purcell moved to adopt the resolution as an emergency. Mr. Cole seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Resolution passed. End of report.

CONTINUED BUSINESS: None

NEW BUSINESS: None.

Mrs. Purcell then moved for an Executive Session to discuss a personnel issue. Mr. Tepe seconded. Messrs. Cole, Lehman, Lemay, Tepe, Tripp and Mrs. Purcell voted aye. Following the Executive Session, Mr. Tepe moved to adjourn the regular meeting. Mr. Cole seconded. All voted aye. Regular meeting adjourned.

Respectfully submitted:

Melanie N. Stutenroth
Clerk of Council

Jay Gohman
Mayor