

**MINUTES OF MEETING**  
**February 14, 2023**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Tuesday, February 14, 2023 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. Jeff LeMay, Mr. Pax Lindell, Mr. John Gaskey, Ms. Regina Sharp, and Ms. Lauren Ingebritson. In addition, Mayor Tom Tepe, Village Administrator and Police Chief Gerald Hayhow, Chief Fiscal Officer and Clerk of Council, Katie Lyons, EMS Chief John Maggard and Solicitor Jeff Forbes. Council member Judith Lehman and Fire Chief Steve Dronsfield were absent.

The Mayor asked if anyone had any corrections, additions or deletions to the January 10, 2023 Minutes. Council Member Gaskey motioned to approve the Council Minutes from the January 10, 2023 Council Meeting. Voice vote, all voted, aye. Minutes approved.

**RESIDENTS TO ADDRESS COUNCIL** The Mayor asked if there were any residents to address council, to please approach the podium, state their name and their address. Seeing none, he moved on.

**MAYOR'S REPORT:** The Mayor thanked residents for helping clean out the parking area at Environmental Services. With this beautiful weather kids are out so please drive a little slower and stop a little longer.

**Chief Fiscal Officer:** Katie Lyons-No Report.

**Solicitor:** Jeff Forbes-No Report.

**Clerk of Council:** Katie Lyons –No Report.

**EMS CHIEF:** Chief Maggard EMS class is underway and going well. We have someone coming in Thursday to look at the squad, aka the ambulance, to replace the chassis. This would be more cost and time effective.

**FIRE CHIEF:** Chief Dronsfield was absent.

**POLICE CHIEF/VILLAGE ADMINISTRATOR:** Chief Hayhow updated the following:

- A. Chief Hayhow along with council member Lindell will begin the annual review of sidewalks and streets to create a list of repairs.
- B. Chief Hayhow is currently working with council member Sharp on the restoration of the cannons at the village green.
- C. Mayors Clerk of Court, Bob Barket is retiring February 16,2023 after 18 years with Terrace Park. Tonight we have a resolution to hire Heather Spille to become the new Clerk of Courts.

**MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:**

**Reports, Resolutions & Ordinances of Standing Committee:** None

**Planning & Zoning** – Council Member Gaskey updated on the Planning Commission meeting that was held prior to tonight's council meeting to discuss the following topics:

1. Code around structures, height of accessory building height as it relates to principal building.
2. After a robust discussion about signs and we plan to continue the public hearing discussion.

#### **Finance –**

Council member LeMay introduced and advanced to the third reading **RESOLUTION 2-1-2023 REQUESTING THE COUNTY AUDITOR TO MAKE TAX ADVANCES DURING THE YEAR 2023 PURSUANT TO OHIO REVISED CODE, SECTION 321.34 DECLARING AN EMERGENCY**

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

Council member LeMay stated that the Village received a very generous donation from long time Terrace Park resident Margaret Jones, in the amount of \$49,000 plus to EMS and \$49,000 plus to Fire Department. Mr. LeMay invited former Vice-Mayor Richard Gilchrist and long standing EMS volunteer Sally Gilchrist to join us this evening as they worked closely with the Margaret Jones estate. Mr. LeMay expressed the gratitude of the Village and assured that the funds would be put to good use.

Council member LeMay introduced and advanced to the third reading **RESOLUTION 2-2-2023 TO EMPOWER THE CHIEF FISCAL OFFICER TO REVISE THE 2023 APPROPRIATION BUDGET DECLARING AN EMERGENCY** Ingebritson seconded. Gaskey, LeMay, Ingebritson, Lindell and Sharp voted aye. LeMay then moved to adopt the resolution as an emergency. Sharp seconded. Gaskey, Ingebritson, Lindell, LeMay and Sharp voted aye. Resolution passed as an emergency.

Mr. LeMay explained the third resolution and that although we maintain a low risk our insurance rates are going up about 10% with an increase in coverage for Cybercrime.

Council member LeMay introduced and advanced to the third reading **RESOLUTION 2-3-2023 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 \$30,564.00 AND DECLARING AN EMERGENCY** Gaskey seconded. Gaskey, LeMay, Ingebritson, Lindell and Sharp voted aye. LeMay then moved to adopt the resolution as an emergency. Lindell seconded. Gaskey, Ingebritson, Lindell, LeMay and Sharp voted aye. Resolution passed as an emergency.

**Buildings & Grounds –** Ms. Sharp explained that the Buildings and Grounds Committee met on February 7, 2023 to discuss refurbishing the cannons on the Village Green. Chief Hayhow has been working with Mr. Gehrig previous resident of Terrace Park have offered to refurbish the cannons. The village received the cannons in 1955, donated in honor of Francis George Baldwin, a resident of Terrace Park he was a decorated WWII veteran. Cincinnati Metal Company has offered a bid to sand blast and restore the cannons however the rest of the details are being fine-tuned. Upon completion the cannons will be returned to their current location at the Village Green.

Chief Hayhow received 2 bids for tub grinding of yard waste, the price has increased exponentially and we have gone with the lowest bid. Chief Hayhow explained “tub grinding” is how we dispose of yard waste.

Council member Sharp introduced and advanced to the third reading **RESOLUTION NO. 2-4, 2023 RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH BZAK COMPANY FOR TUB GRINDING AND DECLARING AN EMERGENCY** Lindell seconded. Gaskey, LeMay, Ingebritson, Lindell and Sharp voted aye. Sharp then moved to adopt the resolution as an emergency. Ingebritson seconded. Gaskey, Ingebritson, Lindell, LeMay and Sharp voted aye. Resolution passed as an emergency.

**Rules & Law** -Judith Lehman- No Report.

**Public Works**-Pax Lindell –No Report.

**Public Safety** –Council member Ingebritson introduced and advanced to the third reading **RESOLUTION NO. 2-5, 2023 CONFIRMING THE APPOINTMENT OF HEATHER C. SPILLE AS PART TIME MAYOR’S COURT CLERK FOR THE VILLAGE OF TERRACE PARK AND DECLARING AN EMERGENCY** Sharp seconded. Gaskey, LeMay, Ingebritson, Lindell and Sharp voted aye. Sharp then moved to adopt the resolution as an emergency. Gaskey seconded. Gaskey, Ingebritson, Lindell, LeMay and Sharp voted aye. Resolution passed as an emergency.

**CONTINUED BUSINESS:** None

**NEW BUSINESS:** None

**Adjournment:** Council Member Sharp motioned to adjourn. Voice Vote all voted “aye.”

**Respectfully submitted:**

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**Katherine Lyons**  
Clerk of Council

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