

**MINUTES OF MEETING**  
**November 4, 2020**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Wednesday, November 4, 2020 at 5:00 p.m. at the Community. Mayor Tepe led Council in the Pledge of Allegiance. Members of Council present were Mr. John Gaskey, Ms. Judith Lehman, Ms. Lauren Ingebritson, Mr. Jeff LeMay, Mr. Pax Lindell and Ms. Regina Sharp. In addition, Mayor Tom Tepe, Village Administrator Gerald Hayhow, EMS Chief John Maggard, Solicitor Jeff Forbes, Chief Fiscal Officer and Clerk of Council, Katie Lyons. Fire Chief Steve Dronsfield was Absent.

The Mayor asked if anyone had any corrections, additions or deletions to the October 6, 2020 Minutes. Council Member Sharp motioned to approve the Council Minutes from the October 6, 2020 Council meeting. Voice vote, all voted aye. Minutes approved.

**RESIDENTS TO ADDRESS COUNCIL** The Mayor asked if there were any residents to address council. Seeing none he moved on.

**MAYOR'S REPORT:** Mayor Tepe thanked everyone for accommodating the time change, which was due to the fall sports playoffs and their success. The Mayor then stated that Halloween went off without a hitch, people respected distances and barriers. He thanked everyone for their participation, understanding and good parenting. He reminded everything that leaf pick up continues.

Mayor Tepe introduced the **A. Pierce Matthews Day Proclamation** and declared November 4 as A. Pierce Matthews Day in honor of Mr. Matthews 42 years of service to the village. Chief Maggard expressed that Mr. Matthews was fixture at EMS Station and went on to describe Mr. Matthews as "well-loved and fair to a fault". Today, the Emergency Services Building bears his name. Col. Hayhow followed up to say that Mr. Matthews did a lot for this community "for making our village much of what it is today". Mayor Tepe took that opportunity to say the Terrace Park is a special community because of its volunteers and invited "younger, newer residents" to get involved in school and community organizations and activities.

Mayor Tepe then thanked the residents of Terrace Park for passing the 2.8 mill renewal levy on the Nov.3 ballot, which was approved by 82% of the voters. He stated " we promise to spend your money wisely and only on needed expenditures in the best interest of the village," adding that voter support is never taken for granted and residents are always welcome to review financial records and offer input.

**Chief Fiscal Officer:** No Report.

**Solicitor:** No Report/Absent

**Clerk of Council:** No Report.

**EMS CHIEF:** Chief Maggard said that EMS class in their second week of training, unfortunately they are down to only 4 new recruits.

**FIRE CHIEF:** Absent

**POLICE CHIEF/VILLAGE ADMINISTRATOR:** Chief Hayhow explained that the total received from the Cares Act Funding is \$146,453.78. The funding is going towards the following: Personal Protective Equipment for employees, extra cleaning and sanitizing supplies, 14 acrylic protective screens, and infrared thermometers. The following upgrades for all Terrace Park Village owned facilities: UV disinfectant devices, air ventilation/filtration devices, touchless hand sanitizers, and touchless bathroom upgrades. Keyless entry has been installed to the Administrative and Terrace Park Police Departments. The funds will also cover overtime wages for employees that are covering for others when out for Covid-19 testing and/or illness. It will also attorney fees for COVID-19 related legal work. We are also fortunate to be able to give the school some funding. All unused funds will be returned.

The leaf machine was broken and is now fixed, the maintenance crew is working diligently with a “no leaf left behind” motto.

Mayor Tepe stated, we are maintaining a fiscally conservative and fiscally responsible village.

**MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:** No Report.

**Planning & Zoning** –No Report

**Buildings & Grounds** –No Report

**Finance** –Mr. Lemay thanked everyone for their help positioning the signs in yards around the village, and asked that they please be returned. The 82% percent approval says a lot of the trust of the community. We will be repeating this process next year to pass a 5.58 levy. He then thanked Jerry Hayhow, Katie Lyons and Mayor Tepe, for their support and hard work.

Mr. Lemay explained the first resolution is due to the increase in appropriations from the increased money received from the Cares Act. Originally we were given \$63,751.78 dollars, then another \$82,702.00 added, so a total of \$146,453.78. The Tree Fund Appropriation increase is due to the increased revenue in rates from last year and the increase in healthcare reimbursement was offset by a reduction in salaries in the building department.

Council Member Lemay introduced and advanced to the third reading **RESOLUTION**

**11-1, 2020 TO EMPOWER THE CHIEF FISCAL OFFICER TO REVISE THE 2020**

**APPROPRIATION BUDGET** Lindell seconded. Gaskey, Lehman, LeMay, Lindell,

Ingebritson and Sharp voted aye. Lemay then moved to adopt the resolution as an

emergency. Ingebritson seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and

Sharp voted aye. Resolution passed as an emergency.

Council Member Lemay, in regard to the rules laid out by the legislation, and the help of our attorney Jeff Forbes, we are able to write a sub-grant to the Mariemont School District, for funds to be used at Terrace Park Elementary. Jeff Forbes has read and stated that it is perfectly allowable to write this sub-grant to the Mariemont School District. Mr. Lemay explained that Jerry approached the Mariemont School District, to see if they had any COVID related needs Mr. Hayhow explained that the other fund such as EMS have yet to be expended as we wait for the estimate on their needs. Mr. Gaskey questioned if the Mariemont School District will be reporting back to us on exactly what the funds were spent on and if they will provide the essential paperwork to the Village. Village Administrator Hayhow assured Mr. Gaskey that they

would. The funds provided will pay for thermal scanners in the school buildings and extend the Wifi at the Terrace Park Elementary School. Mr Tepe then questioned if Mariemont or Fairfax had contributed any funds to the schools, and according to the Treasurer of the School District, they had not.

Council Member Lemay introduced and advanced to the third reading **RESOLUTION 11-2, 2020 AUTHORIZING THE VILLAGE ADMINISTRATOR TO ENTER INTO A SUBGRANT AGREEMENT WITH MARIEMONT CITY SCHOOLS FOR CARES ACT FUNDING AND DECLARING AN EMERGENCY** Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Lemay then moved to adopt the resolution as an emergency. Lindell seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

**Rules & Law** –No Report  
**Public Works** –No Report  
**Public Safety** – No Report

**CONTINUED BUSINESS:**

**NEW BUSINESS:**

**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**