

MINUTES OF MEETING
January 14, 2020
VILLAGE OF TERRACE PARK COUNCIL
HAMILTON COUNTY, OHIO

Council met on Tuesday, January 14, 2020 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. Lauren Ingebritson, Ms. Judith Lehman, Mr. Jeff LeMay, Mr. Pax Lindell and Ms. Regina Sharp. In addition, Mayor Tom Tepe, Solicitor Jeff Forbes, Village Administrator Gerald Hayhow, Fire Chief Steve Dronsfield, EMS Chief John Maggard, Chief Fiscal Officer Katie Lyons, and Clerk of Council Christy Hampton were in attendance.

The Mayor asked if anyone had any corrections, additions or deletions to the December 10, 2019 or January 1, 2020 Minutes. Council Member Gaskey motioned to approve Council Minutes from the December 10, 2019 and January 1, 2020 Council meetings. 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 began by congratulating John and Pax for being sworn in on January 1 - thanks to everyone who attended; it is always a special event. He then reviewed the changes to the council committee chairs that have been made in an effort to give some variety.

The new committee chairs and (members) are as follows:

- Buildings & Grounds – Regina Sharp (Lindell/Gaskey)
- Finance – Jeff LeMay (Lehman/Gaskey)
- Planning & Zoning – John Gaskey (Ingebritson/Lehman)
- Public Safety – Lauren Ingebritson (LeMay/Sharp)
- Public Works – Pax Lindell (LeMay/Ingebritson)
- Rules & Law – Judith Lehman (Lindell/Sharp)

He ended with wishing a happy birthday to Jeff LeMay.

CHIEF FISCAL OFFICER: No report.

SOLICITOR: No report.

CLERK OF COUNCIL: No report.

EMS CHIEF: John Maggard reported 9 EMS dispatches since the first of the year. The current EMS recruit class has 3 members (training on Tuesday and Thursday nights) – thanks to them for their commitment! Another new resident, a certified EMT and RN, may join EMS as soon as certification is transferred to Ohio.

FIRE CHIEF: No report

POLICE CHIEF/VILLAGE ADMINISTRATOR: Chief Hayhow indicated he is working with Hylant for our liability coverage and annual premium/risk assessment. He is also meeting with the storm water management team from Hamilton County Engineers' office regarding our maintenance area storm water plan and permit compliance; there will be more to come.

He will soon be identifying the project areas for sidewalk and street repairs in the village. He also noted we had 92 truckloads (462.5 cubic yards) of leaves picked up this fall, which is roughly 10 truckloads less than previous years (due to trees that have been cut down). There was only one problem, a clutch that went out in the leaf machine (\$2600 repair), but other than that, leaf pickup went well and the people were happy.

MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE: none

PLANNING & ZONING: There will be a planning and zoning committee meeting on Tuesday, January 28th at 7:00pm in the Community Building.

BUILDING AND GROUNDS: No report.

FINANCE: Council Member LeMay noted that our insurance rates have once again gone down. This is because Jerry and the departments have put risk management and training programs in place. Because of this we are assessed as a favorable risk and our rates have gone down the last 3 or 4 years. Thanks to Jerry and the departments for managing this very well. With that, Jeff introduced and advanced to the third reading **RESOLUTION 1-1, 2020 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 \$25,364.00.** Lindell seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. LeMay then moved to adopt this resolution as an emergency. Lehman seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Resolution passed as an emergency.

He then reviewed the Annual Financial Report (see attachment). These are preliminary numbers, but they are pretty close. Looking at the columns, 2019 is our actuals and 2020 is what we have budgeted. Most important line is the ending fund balance –we ended the year at \$1,685,000 cash on hand. Our goal is to maintain between 6-9 months of cash on hand. We're going to end this year at 9.3 months. Looking at the row above (Expenditures), we ran a small budget deficit this year (smaller than the last 2 years). We've had some increases in salaries over the last 2 years because our salaries had been compressed over the preceding years. We are healthy now and ran just a slight budget deficit this year.

He gave credit to Jerry, Katie and the departments. We have roughly 150 cost centers that they allocate costs and revenue to. They do it 6 months before the beginning of the next year and that lasts 18 months from the time we commit the budget, so to be off just a little bit is remarkable. It

is great work by Katie, Jerry and the departments in managing our budget. He gets a good feeling when he looks at the monthly reports to see we are on track from a revenue standpoint and an expense standpoint. Credit to them for the great work that goes on not only when we do the budget, but to Katie for looking at the cost centers every month.

2020 budget, we are projecting an increase in spending of about 7%. Typically we come in under our projections. Looking at the revenue row, he believes it will be higher; in part because we'll have a full year of the gas tax increase, and because Katie negotiated a higher interest rate on our cash on hand. So Jeff thinks the number will come in closer to what we have this year and we'll run less of a budget deficit. Regardless, the main message is we need to look for additional revenue streams, extend what we have, and manage and reduce our costs where we can. The other outlook is if we continue to run at the same revenue and spending stream, we can probably go another 6-8 years before we need to consider putting another levy on the ballot. Mayor Tepe asked what the critical threshold would be, and Jeff said if we get down to only 5-6 months cash on hand. We have virtually a "not at risk" revenue stream from a tax standpoint, barring something major (recession, everyone moving out of town). Mayor Tepe asked if Jeff was aware of any other local governments that have been able to sustain their budget without going back to the voters; Jeff did not know of any. Wyoming has 2 income taxes, one for schools and one for resident income tax. Madeira, Indian Hill and Mariemont all have income taxes. We're doing all this without an income tax. Jeff ran some numbers (not validated by anyone), but he found if your household income is > \$50,000/year, it's cheaper (from a tax standpoint) to live in Terrace Park than Mariemont, Wyoming or Madeira. Those places also have benefits from significantly higher commercial income.

Looking at the back page, Jeff put together a historical look at our fund balances, revenue and expenditures. 2014 we passed a levy to increase revenues to offset the loss of the estate taxes and the local government. That has benefitted us the last several years and again, with good management going forward, he thinks we can continue with what we have for another 6-8 years.

RULES & LAW: No report

PUBLIC WORKS: Council Member Lindell began by explaining that the Hamilton County Storm Water District is something that we already participate in (as do most of the other municipalities around the city). It is cost effective to have them do it. Every so often they amend their rules and regulations and in order to stay current with the Ohio EPA rules, we also need to vote to adopt those same changes. With that, he introduced and advanced to the third reading **RESOLUTION 1-2, 2020 A RESOLUTION ADOPTING AMENDED ARTICLE I, III, AND V RULES AND REGULATIONS FOR THE HAMILTON COUNTY STORM WATER DISTRICT.** Sharp seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Lindell then moved to adopt this resolution as an emergency. Ingebritson

seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Resolution passed as an emergency.

PUBLIC SAFETY: Council Member Ingebritson said this is a renewal of a longstanding existing contract and with that, introduced and advanced to the third reading **RESOLUTION 1 - 3, 2020 AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN EMERGENCY MEDICAL SERVICES CONTRACT WITH THE MIAMI TOWNSHIP BOARD OF TRUSTEES FOR PARAMEDIC SERVICES AND DECLARING AN EMERGENCY.** Lindell seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Ingebritson then moved to adopt this resolution as an emergency. Sharp seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Resolution passed as an emergency.

Council Member Ingebritson introduced and advanced to the third reading **RESOLUTION 1-4, 2020 APPOINTING LAUREN INGEBRITSON AND JEFF LEMAY TO THE VOLUNTEER FIREFIGHTERS' DEPENDANTS FUND BOARD.** Gaskey seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Ingebritson then moved to adopt this resolution as an emergency. Sharp seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Resolution passed as an emergency. This is funded every year through the Department of Commerce and State Fire Marshalls. Each year, council appoints 2 members and Fire appoints 2 firefighters to this board, along with a 5th person who is voted on by the first 4. We hope it continues as it has in the past, that we don't ever have to meet and use this fund (because it would mean we had a casualty).

CONTINUED BUSINESS: Mayor Tepe said he has heard that the Executive Director at MSD has received the report (from the consultant) but has not yet read it. He is pressing to get an executive summary as well as a presentation to let us know what the report says and what it means. He will let everyone know when he has information.

In addition, he asked Christy to reschedule the February council meeting scheduled for the 11th as he is unable to attend. He asked (in general) if 7:30 is a good time to meet or if earlier would be better. Consensus was to stick with 7:30pm.

NEW BUSINESS: None

Council Member Sharp motioned to adjourn. Voice Vote all voted "aye."

Respectfully submitted:

Christy Hampton
Clerk of Council

Thomas M. Tepe, Jr.
Mayor