

**MINUTES OF MEETING**  
**August 5,2025**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

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Council met on Wednesday August 5,2025 at 6:00 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. Lauren Ingebritson, Ms. Judith Lehman and Ms. Regina Sharp. 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, Fire Chief George Heffner. Mr. Jeff Forbes was absent.

The Mayor asked if anyone had any corrections, additions or deletions to July 2,2025, Minutes. Council Member John Gaskey motioned to approve the Council Minutes from July 2,2025, 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:**

The Mayor reminded residents that although school is almost back in session so please slow down when driving through the park. The Mayor reported that multiple residents had applauded RLA and Dukes work ethic and cleanliness during this time.

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

**Solicitor: Jeff Forbes -Absent.**

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

**EMS CHIEF:** Chief Maggard submitted paperwork for triennial psych recertification.

**FIRE CHIEF:** Chief Heffner-

- TPFD responded to several structure fires in Milford and Indian Hill. TPFD responded to carbon monoxide alarms, natural gas and wires down in Terrace Park.
- Joint training with mutual aid partners with river rescue and radio usage.
- Community was invited to watch drills at the school.
- Annual hose and ladder tested completed.
- Training Sunday at a house in Terrace Park, with artificial smoke.

**POLICE CHIEF/VILLAGE ADMINISTRATOR:**

Chief Hayhow reported the following:

- Street sealing will begin tomorrow on Princeton, Poplar, Stanton, Franklin and Douglas. This new product has a quicker dry time and will be less of an inconvenience to residents.
- Community Building air conditioning unit that was damaged in the storm was replaced. Our insurance company has not yet responded to the claim.
- The gas station has received their building permit from Hamilton County and it is posted in the window. Construction on the outside walls will begin soon.
  - The new septic design has been approved by the Department of Health.

- Mayor Tepe questioned the proposed signage.
- Ohio River Foundation will begin removing the invasive species on August 12, August 15 and Tuesday August 19. Public parking at Miami Grove will be closed on those dates.

**MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:**

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

**Planning & Zoning** –Mr. Gaskey explained that the Planning Commission just had a Public Hearing regarding several code amendments regarding adult use cannabis and vape shops within the Village of Terrace Park and there were no comments from the public.

Mr. Gaskey introduced for the first reading **ORDINANCE NO. 8-1, 2025 ORDINANCE AMENDING VARIOUS SECTIONS OF THE TERRACE PARK ZONING ORDINANCE REGARDING ADULT USE CANNABIS AND VAPE SHOPS**

**Finance –**

Council Member LeMay explained the Resolution to repeal Resolution 4-2 which was for 5.25 MILL is due to the prior passed Resolution 7-1-25 for 5.75 MILL. The increased millage is to cover the needs of the EMS and Fire Departments.

Council Member LeMay introduced and advanced to the third reading **RESOLUTION 8-1, 2025 RESOLUTION REPEALING RESOLUTION 4-2, 2025 REGARDING THE SUBMISSION OF A 5.25 MILL REPLACEMENT WITH INCREASE LEVY TO THE ELECTORS OF TERRACE PARK, OHIO**

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

The following steps are being taken to make residents aware of the upcoming levy:

- A letter in early September village views.
- A booth at the Labor Day Festival to help inform residents.
- Proposing Town Hall Meeting September 17, 2025 at 7pm with a second Town Hall Meeting for October.
- Mr. LeMay would like to talk to groups in September if anyone/club is meeting.
- Yard Signs will be available for those interested.

Mr. LeMay stated that he did not have any new information on House Bill 335. As a reminder this is 14% of the overall inside mill revenue, which would reduce our revenue by approximately \$300,000.

Mayor Tepe asked Ms. Ingebritson to move up on the agenda the resolution.

Council Member Ingebritson introduced and advanced to the third reading **RESOLUTION NO. 8-2, 2025 RESOLUTION APPOINTING VICTORIA TREMAYNE AS PART-TIME POLICE OFFICER FOR THE VILLAGE OF TERRACE PARK POLICE DEPARTMENT AND DECLARING AN EMERGENCY** Lehman seconded. Gaskey, Lehman Ingebritson, Lindell, LeMay and Sharp voted aye. Ingebritson then moved to adopt the resolution as an emergency. Lindell seconded. Gaskey, Ingebritson, Lindell, Lehman, LeMay and Sharp voted aye. Resolution passed as an emergency.

**Buildings & Grounds** –Regina Sharp- No Report

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

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

**Public Safety** – Ms. Ingebritson explained that the EMS department expressed a need for a new ambulance, the current ambulance is 23 years old. To save taxpayers money we are replacing the chassis with a different type of cab design, taking the current box on the new chassis. The current box will be completely refurbished. This entire process will take 90 days and cost half the price of a new ambulance. Ms. Ingebritson stated that getting to this point has included a lot of meetings and time researching the best options for the Village and the best use of taxpayer's money.

Ms. Lehman asked what EMS will do when the ambulance is under upgrade. Mr. Maggard has spoken to several departments regarding coverage and a loaner or back up ambulance. Mr. Maggard stated that a loaner ambulance is only \$250 a week. Ms. Ingebritson stated the work will not be scheduled until June 2026 at that time coverage will be confirmed.

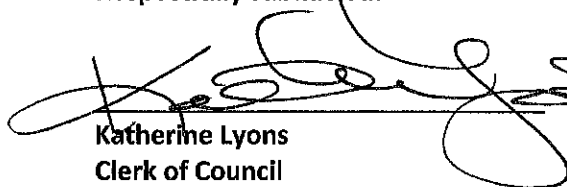
Council Member Ingebritson introduced and advanced to the third reading **RESOLUTION 8-3, 2025 AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH MACQUEEN EQUIPMENT, LLC FOR THE PURCHASE OF ONE HORTON TYPE I AMBULANCE AT A COST NOT TO EXCEED \$292,410.00 AND DECLARING AN EMERGENCY** Sharp seconded. Gaskey, Lehman Ingebritson, Lindell, LeMay and Sharp voted aye. Ingebritson then moved to adopt the resolution as an emergency. Lehman seconded. Gaskey, Ingebritson, Lindell, Lehman, LeMay and Sharp voted aye. Resolution passed as an emergency.

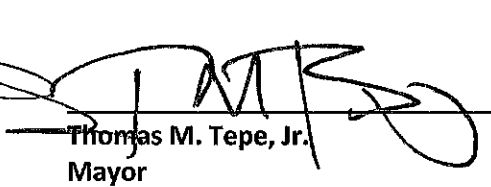
**CONTINUED BUSINESS:** None.

**NEW BUSINESS:** None.

**Adjournment:** Ms. Sharp motioned to adjourn. Voice Vote all voted "aye."

Respectfully submitted:

  
Katherine Lyons  
Clerk of Council

  
Thomas M. Tepe, Jr.  
Mayor