

**MINUTES OF MEETING**  
**April 11, 2022**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Monday April 11, 2022 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. Pax Lindell, Ms. Judith Lehman, Mr. Jeff LeMay, Ms. Lauren Ingebritson and Ms. Regina Sharp. In addition, Mayor Tom Tepe, Village Administrator and Police Chief Gerald Hayhow, EMS Chief John Maggard, Chief Fiscal Officer and Clerk of Council, Katie Lyons. Council Member Mr. John Gaskey, Fire Chief Steve Dronsfield, Solicitor Jeff Forbes and EMS Chief John Maggard were absent.

The Mayor asked if anyone had any corrections, additions or deletions to the March 1, 2022 Minutes. Council Member Sharp motioned to approve the Council Minutes from the March 1, 2022 Council Meeting. Voice vote, all voted, aye. Minutes approved.

**RESIDENTS TO ADDRESS COUNCIL** The Mayor asked if there were any residents to address council, Andrew French at 611 Yale Avenue then addressed council stating 3 issues that he is concerned about:

- Mr. French stated the gravel around the elementary school has been worn away. He stated that the school would pay for it to be replenished and that his friend, Will Fry has said he would love to spread the gravel.
- Mr. French stated his concern about some of the cracked sidewalks and safety of kids riding bikes on them. He asked that council considers an increase of funding for sidewalk repair.
- Mr. French requested that the Urban Forest Program be reviewed and an appeal process be considered regarding tree removal and as well as a second opinion.

The Mayor responded that they have implemented the appeal process. Mr. French thanked everyone for the consideration and then excused himself from the meeting.

**MAYOR'S REPORT:**

The Mayor announced that it is that time of year to read the Arbor Day Proclamation. The Mayor then read our annual **Arbor Day Proclamation** (attached).

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

**Solicitor:** Jeff Forbes-Absent.

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

**EMS CHIEF:** John Maggard-Absent.

**FIRE CHIEF:** Chief Dronsfield-Absent.

**POLICE CHIEF/VILLAGE ADMINISTRATOR:** JK Muerer is on schedule to start construction on Elm Avenue May 2, 2022. Alerts will be sent via Code Red. Estimate of 10-14 days to complete job.

**MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:** None

**Reports, Resolutions & Ordinances of Standing Committee:** None  
**Planning & Zoning** – John Gaskey-Absent

**Buildings & Grounds** –Regina Sharp explained the Village of Terrace Park Tree Program process and updates:

The new schedule for the non-emergency tree removal will be:

- cutting to August
- stump grinding to September
- new planting to October

This enables us to shorten time between cutting and stump grinding and trees have a better chance of survival being planted in the fall and we can still get better pricing during this time period.

Ms. Sharp then explained that the scheduled tree maintenance program contains 2800+ village trees; all are cataloged in a master spreadsheet by health and species.

- Each year we have trees that have to come down due to health issues with a danger to person or place
- 50+ years ago the village planted over 900 maples trees that have an estimated life span of 50 years
- The village increased the tree budget a few years back knowing we were going to have to cut down and replant more than average trees per year due to these maples
  - In addition, we had been taking down the Ash trees due to the Emerald Ash Borer infestation
  - Each year we take down 40-50 trees towards this goal of replacing these trees. This is outside of any other trees that may have to be trimmed or come down and how much it may cost to take down a tree based on size and location
  - As of right now we have about 119 trees classified as Poor(104), Critical(15) about half of which are the maples. Of the Maples we have about 640 in total left but many are still in Fair or Good condition so do not need to come down this year
- Going forward we will notify residents if a tree is going to be taken down on the village property adjacent to their yard in case they have any concerns
- Our annual budget for the tree program is \$92,000 (which we get in two payments in May and September)

So at any point in time Mark Castrator is working with his contractors to identify, classify condition of, maintain and take down or trim the 2800+ trees in the village that help make this a great place to live. If you have questions about the tree program please contact Mark Castator, Village Arborist or Gerald Hayhow, Village Administrator. Their contact information can be found on the village website.

**Finance** –Council member LeMay introduced and advanced to the third reading **RESOLUTION 4 -1, 2022 AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR TO EXECUTE AN AGREEMENT FOR INTERPRETATION/APPLICATION OF HAMILTON COUNTY PUBLIC HEALTH’S ENVIRONMENTAL REGULATIONS RELATING TO DRY WELL-BASED HOME SEWAGE TREATMENT SYSTEMS AND DECLARING AN EMERGENCY** Lehman seconded. Lehman, LeMay, Lindell, Ingebritson, and Sharp voted aye. LeMay then moved to adopt the resolution as an emergency. Lindell seconded. Lehman, LeMay, Lindell, Ingebritson, and Sharp voted aye. Resolution passed as an emergency.

Council member Lemay contains two main components:

1. Extended deadline to 2045.

2. Equalizes treatment between residents with traditional dry well and new septic systems.

He then thanked Mayor Tepe, Jerry Hayhow for their support and the committee members Judith Lehman and John Gaskey for their time and work. The contract along with a Q&A will be posted on our website.

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

**Public Works**-Pax Lindell – Council member Lindell introduced and advanced to the third reading **RESOLUTION 4 -2, 2022 AUTHORIZING AND DIRECTING THE VILLAGE ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH HENDY, INC. FOR THE 2022 SIDEWALK PROJECT AT A COST NOT TO EXCEED \$28,542 AND DECLARING AN EMERGENCY** Lehman seconded. Lehman, LeMay, Lindell, Ingebritson, and Sharp voted aye. LeMay then moved to adopt the resolution as an emergency. Ingebritson seconded. Lehman, LeMay, Lindell, Ingebritson, and Sharp voted aye. Resolution passed as an emergency.

**Public Safety** –Lauren Ingebritson-No Report

**CONTINUED BUSINESS:** None

**NEW BUSINESS:**

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

**Respectfully submitted:**

---

Katherine Lyons  
Clerk of Council

---

Thomas M. Tepe, Jr.  
Mayor