

MINUTES OF MEETING
November 14, 2019
VILLAGE OF TERRACE PARK COUNCIL
HAMILTON COUNTY, OHIO

Council met on Thursday November 14, 2019 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, Village Administrator Gerald Hayhow, Solicitor Jeff Forbes, Clerk of Council Christy Hampton, Chief Fiscal Officer Katie Lyons and EMS Chief John Maggard were present. Fire Chief Steve Dronsfield was absent.

The Mayor asked if anyone had any corrections, additions or deletions to the October minutes. Council Member Gaskey motioned to approve Council Minutes from the October 8, 2019 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 began by thanking council for their willingness to reschedule this meeting so that he could attend.

He congratulated Pax and John on their recent re-election to Council, and thanked them for agreeing to serve for another four years. Like him, they ran unopposed, but the important thing is their continued commitment to serve. We are a better village because of all of these people here being a part of the process. We couldn't do it without council and all of the village employees who serve.

He then shared the good news that he appointed Dee Walter to the Zoning Board of Appeals after a long and extensive search. Dee is a 28 year resident of Terrace Park and currently works at Mariemont High School as an Administrative Assistant. She has previously served as President of Mariemont Board of Education and Terrace Park Elementary PTO President, and has served on the Mariemont City Schools District Advisory Council and St. Thomas Nursery School Board. She received her bachelor's degree in communications from the University of Kentucky. Mayor Tepe is excited to see what Dee has to offer the ZBA and her experience as a 28-year resident will be a tremendous asset.

Finally, he reminded Council that the New Resident Open House is this Wednesday, November 20 at 7:00PM. He hopes all council members can attend. This is a program that his predecessor Mayor Gohman put together and it is a great addition. At least once, maybe twice a year, we invite anyone who would like to come, but in particular new residents, to tell them a little bit about the village and what it has to offer, not only government services, but for anyone who wants to come pitch their wares (for example, the boy scouts, mom's club, swim club, etc.). He hopes to see everyone there.

CHIEF FISCAL OFFICER: Katie submitted all the financial reports.

SOLICITOR: No report.

CLERK OF COUNCIL: No report.

EMS CHIEF: John Maggard spoke on behalf of EMS and Fire. There have been 124 EMS emergency runs to date, and that is about right for this time of year. A big year would be 160.

We need to decide what to do about the EMS class in January –there are 2, possibly 3 people signed up. We’ll take people right up to the last minute. If we don’t have at least 4, it is not cost effective to do it here. It would be cheaper to send people individually to an off-site program, such as Scarlett Oaks. However, those classes are 8a-5p, 2-3 days a week and not everybody can do that. Those off-site classes are set up for career fire departments.

The Pancake Supper was successful and everything went well. Numbers were down a little bit. Official count was 335 in attendance, and \$3190 in tickets and donations, so they were happy with that.

FIRE CHIEF: Chief Dronsfield was absent, so John spoke on his behalf. Using the money from the Pancake supper, money from chilipalooza and other fundraising/donations throughout the year, they were able to get new helmet lights for 8 new firefighters and some advanced LED scene lighting that is much better than the elderly lighting they’ve had for a while for fire scenes.

On November 5th and 9th, they joined with other area departments at Loveland’s Burn Tower, a great facility in downtown Loveland for actual live fire training. They had 10 new fire trainees attend (who had never seen live fire before, since you don’t get that in the initial fire training 36-hour course), as well as a number of more experienced fire fighters. It was fantastic training that everyone got a lot out of- there were a few melted visors. They got a taste of it, which is what needs to happen when starting out.

There will be a number of fire recruit swearing ins at the December council meeting.

POLICE CHIEF/VILLAGE ADMINISTRATOR: Jerry reported that light pole #3 was hit a couple weeks ago on Wooster Pike by an elderly gentleman who had a medical emergency. He crossed into the median, hit the pole and ended up on the other side of the street at about 10:30am. We have an extra pole that we purchased last year; we are waiting for Capital Electric to give us a quote and schedule installation. Once we have the quote, Jerry will contact the gentleman’s insurance company so we can replace the one we’re going to put up. When this has happened in the past, the person’s insurance has paid for it. The only time this didn’t happen was when the driver didn’t have insurance. The cost of each pole is \$10,000-\$12,000 and then another \$3,000 to put them up. As soon as the accident occurred, (and thanks to EMS and Fire), Jerry called Capital Electric to make the circuit safe. Jeff asked if one pole seems to get hit more consistently, if there is anything we can do (put a light on it or a reflector) or if it is random? Jerry said no, it’s not the same pole every time. This is the 5th pole that has been hit, and you have to travel some distance to get there, it’s not right next to the curb.

With regard to leaf pickup, we had a broken oil line on the truck, so it was down a couple days. Mayor Tepe said he had gotten a couple of calls. Jerry said the truck/leaf machine was back in service Tuesday morning (11/12) and they've been running every day since.

MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE: none

PLANNING & ZONING: No report.

BUILDING AND GROUNDS: No report.

FINANCE Jeff gave some background and context on this resolution because it is a meaningful change in our budget. We are nearing the end of our fiscal year. As we've done every year, when we get to the end of the fiscal year after having established a budget 16 months earlier, you have to make some adjustments. This year is the same, but this is a meaningful increase in our budget. We locked the budget in May or June of last year. After that, we met with fire, safety and maintenance committees, and we agreed to increase salaries, after extensive benchmarking that says we weren't competitive. This increase wasn't reflected in our budget when we submitted it to Hamilton County, but it was the right thing to do. All of the committees agreed we were compressed in our salaries and it's important to increase it to retain and keep our employees. The good news is Jerry found \$13,000 in unspent money and savings that we're going to apply against it. The other good news is our revenue is coming in higher than projected. This will entirely offset this, and we hope it will be net neutral at the end of the year and we'll run a budget surplus. Ideally we like to bank those surpluses, in this case because of the increase in interest we're getting on our money thanks to Katie, the insurance from our EMS, and overall Hamilton County tax revenues being higher than we projected. Expenses are pretty solid; we're doing a good job in all those areas.

Jeff added another point to consider; we have an annual 3% increase in our salary budgets that we evaluate and review. Jeff recommends we take this down to 2 or 2.5% given that inflation is running under 2% and we are now competitive from a salary standpoint. We will discuss with committees before we make that change. The other thought is to make that resolution in advance of when we do the budget each year, so that we can reflect it into the next year's budget. The resolution says up to 3% so we have the ability to modify that (2 or 2.5%) without need for formal action, since that is how the legislation was already prepared, according to solicitor Jeff Forbes. With that, Jeff LeMay introduced and advanced to the third reading **RESOLUTION 11-1, 2019 TO EMPOWER THE CHIEF FISCAL OFFICER TO REVISE THE 2019 APPROPRIATION BUDGET**. Lehman seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Jeff then moved to adopt the resolution as an emergency. Lindell seconded. Gaskey, Ingebritson, Lehman, LeMay, Lindell and Sharp voted aye. Resolution passed as an emergency.

RULES & LAW: No report.

PUBLIC WORKS: No report.

PUBLIC SAFETY: No report.

CONTINUED BUSINESS: Council Member Sharp asked if there was any update on the sewers. Mayor Tepe indicated there is no new update. The 3rd party consultant's report was due in September and assuming it was on time, they then transmitted it to the county/MSD for their review and they'll look at it and get to us when they are ready. So there is no report other than Mayor Tepe knows things are moving, but everything is behind closed doors at MSD's end. We don't know if the report was submitted on time – they inform us of the process, but not where they are in the process. Mayor Tepe guesses we'll hear something beginning of next year, when they'll reach out to us with conclusions and start a dialogue. When we first started, we thought we'd know something by this time, but it took them longer than anticipated to appropriate the \$300k-\$400k for the consultant. It is a huge project, biggest that MSD has ever had at one time. Stay tuned, as soon as Mayor Tepe knows something, everybody will know something through a mass communication. We'll reinstitute the sewer committee and start the hard work of analyzing to see if it's wanted or not, do some fact finding, present the pros and cons and see what the residents want to do.

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