

**MINUTES OF MEETING**  
**March 10, 2021**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Tuesday Wednesday March 10, 2020 at 7:30 p.m. via zoom and in person. 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 and Police Chief Gerald Hayhow, EMS Chief John Maggard, 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 February 9, 2021 Minutes. Council Member Gaskey motioned to approve the Council Minutes from the February 9, 2021 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 reminded residents to drive carefully, it is springtime and kids are out and about. Spring brings a very busy schedule, thank you for your flexibility with our council meetings. To get the peoples work done efficiently while also balancing family. We can continue to offer zoom meetings until July 1, 2021.

Mayor Tepe confirmed with solicitor Jeff Forbes that appointing Hank Roe to Planning Commission that the voice vote is appropriate. Hank and his wife are residents of the village and Hank is in the building, construction, development business and has done some great things in Milford.

Mayor Tepe introduced **RESOLUTION 3-1, 2021 CONFIRMING THE APPOINTMENT OF HANK ROE TO THE TERRACE PARK PLANNING COMMISSION** Voice Vote, all voted aye.

**Chief Fiscal Officer:** No Report.

**Solicitor:** No Report.

**Clerk of Council:** No Report.

**EMS CHIEF:** New recruit class of 4 is going through the testing phases now.

**FIRE CHIEF:** Maggard reported for Chief Dronsfield. We received new SCBA-Self Contained Breathing Apparatus-They have offered a couple of in- service sessions and have just about everybody checked out on the new apparatus.

**POLICE CHIEF/VILLAGE ADMINISTRATOR:** Chief Hayhow announced that he received a resignation letter from Officer Tanner Williams effective March 21, 2021. Tanner has taken a position with the Milford Police Department. Officer Williams served the residents of Terrace Park for six years with distinction and the Chief stated that he is sure he will do the same for Milford. Good Luck Tanner and thank you for your service.

Chief Hayhow went on to explain that with Tanners departure, he will be asking council to approve the status change of Officer Lewin. If approved he will be moving from part-time to a full-time officer. Officer Lewin was sworn in last month and has been working hard to learn what he needs. Once he completes the field training program, he will be running his own shift and be on probation for a minimum of six months. He then assured us that from what he has seen so far, he will be a good fit for the community.

On another note, Chief Hayhow had a meeting with Hamilton County Health Department Supervisor, Mr. John Sherrard, last Friday and was informed that the health department is interested in setting up a future community vaccination clinic, in Terrace Park. This is very preliminary and depends on if the logistics can be worked out. Chief Hayhow will meet with health department site coordinator next week. If everything works out and the plan is to move forward, all information will be disseminated over the Terrace Park Code Red system and posted on the village website. If you have not signed up to receive information on Code Red, be sure to go to the Village Website, terracepark.org, and sign up using the Code Red link.

Chief Hayhow explained that he is currently working with Council Member Lindell on the annual maintenance and upkeep of the streets and sidewalks. I will be meeting both contractors next week and expect to have resolutions for Aprils meeting.

And lastly, the Chief explained that he is working with the insurance company to repair and replace damage village property from the Truck Fire at the tunnel and the auto accident involving the light pole on 50. Probably about \$20,000 of property damage.

## **MEMBERS OF COUNCIL OUTSIDE THEIR COMMITTEE:**

**Planning & Zoning** –No Report

**Buildings & Grounds** –Council Member Sharp reminded residents that parking pads are regulated, and to please follow the guidelines when installing a parking pad. The Village has the right to modify or remove a parking pad at any time, as it is village property. Lastly, please try to stay away from the tree roots. All details are available online and at the village office.

**Finance** –

Council Member Lemay This represents about half of the total property taxes we take in, renewed every 5 years. It represents, for the average resident, \$162.00 for every \$100,000 dollars of assessed value. This gets it on the ballot, in July, August and September we will get the information out to residents, explaining the Levy and that it does not raise your taxes.

Council Member Lemay introduced and advanced to the third reading **RESOLUTION 3-2, 2021 RESOLUTION DECLARING THE NECESSITY TO PROCEED WITH A RENEWAL TAX LEVY IN EXCESS OF THE TEN MILL LIMITATION (5.58 MILL RENEWAL)** Lindell seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Lemay then moved to adopt the resolution as an emergency. Sharp seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

Council Member LeMay explained Resolution 3-3, are funds had monies left from renewal of the Community Building and the Emergency Services Building. We would like to move these to the Bond Obligation Fund, to be used towards to the debt payments.

Council Member Lemay introduced and advanced to the third reading **RESOLUTION 3-3, 2021 DECLARING THE NECESSITY OF TRANSFER OF FUNDS HELD IN FUND 4901 (COMMUNITY BLDG COMPLEX/FIRE TRUCK) AND FUND 4951 (IMPROVEMENT) TO FUND 3101 (GENERAL OBLIGATION BOND RETIREMENT) OF THE VILLAGE OF TERRACE PARK**  
Lehman seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Lemay then moved to adopt the resolution as an emergency. Gaskey seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

Council Member Lemay went on to explain Resolution 3-4, annual review and fix of salaries after discussion with the Mayor, Hayhow, and heads of departments. This year we are establishing the increase threshold at 2%, Jerry will allocate as he sees fit, in order to recognize, reward and retain our employees.

Council Member Lemay introduced and advanced to the third reading **RESOLUTION 3-4, 2021 FIXING THE SALARIES AND RATINGS OF VILLAGE EMPLOYEES EFFECTIVE MARCH 16, 2021.**  
Ingebritson seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Lemay then moved to adopt the resolution as an emergency. Sharp seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

**Rules & Law –No Report**

**Public Works** –Council Member Lindell explained that he is reviewing streets and sidewalks around the park, with list of priorities of repairs that are needed.

**Public Safety** – Council Member Ingebritson explained that Evan Lewin is being appointed to replace Officer Williams.

Council Member Ingebritson introduced and advanced to the third **RESOLUTION 3-5, 2021 APPOINTING EVAN LEWIN AS FULL-TIME POLICE OFFICER FOR THE VILLAGE OF TERRACE PARK POLICE DEPARTMENT** Sharp seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Ingebritson then moved to adopt the resolution as an emergency. Lindell seconded. Gaskey, Lehman, LeMay, Ingebritson and Sharp voted aye. Ordinance passed as an emergency.

**CONTINUED BUSINESS:**

**NEW BUSINESS:**

**Adjournment:** Council Member Ingebritson 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**