

**MINUTES OF REGULAR MEETING**  
**May 13, 2014**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Tuesday, May 8th, 2014 at 7:30 p.m. in the Terrace Park Community Building. Mayor Gohman led Council in the Pledge of Allegiance. Members of Council present were Mr. Lee Cole, Mr. Jeff LeMay, Ms. Judith Lehman, Mrs. Holly Nelson Purcell, Mr. Rick Tripp and Mr. Tom Tepe. In addition, Mayor Jay Gohman, Clerk of Council Melanie Stutenroth, Chief Fiscal Officer Mark Holcomb, Assistant Fiscal Officer Pat Wirthlin, Police Chief Jerry Hayhow, EMS Chief John Maggard, Fire Chief Luke Frey and Solicitor Bob Malloy were present.

Mr. Tom Tepe then moved to approve Council Minutes from the April 8, 2014 Council meeting. Mrs. Purcell seconded. All voted aye. Minutes approved.

Mayor Gohman then asked that the agenda be rearranged so an official swearing in of a new EMS volunteer could occur. At this point, Holly Purcell introduced **RESOLUTION 5-1, 2014. A RESOLUTION FOR THE CONSENT OF COUNCIL TO THE APPOINTMENT BY THE MAYOR OF SCOT HARRIS TO THE VOLUNTEER EMERGENCY MEDICAL SERVICES DEPARTMENT OF THE VILLAGE OF TERRACE PARK.** Tom Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mrs. Purcell then moved to adopt the resolution. Mr. Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mrs. Purcell moved to adopt the resolution as an emergency. Mr. Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Resolution passed.

**RESIDENTS TO ADDRESS COUNCIL:** None.

**MAYOR'S REPORT:** . Mayor Gohman reported that Terrace Park resident, Don Mills of 322 Harvard, sent him a notice from Governor Kasich that recognizes the Little Miami Bike trail as the 2014 Reader's Ballot Best of Ohio Bike Trail. Mayor Gohman added that the stretch of the bike trail that runs through Terrace Park was the section of the trail being honored. Mayor Gohman also reminded residents that as vacation season approaches, TPPD offers home checks while residents are out of town. This service can also be helpful if a teenager is staying at home alone and parents would like TPPD to watch over the house. In conclusion, he reminded residents to contact the building official before starting any construction on their home or property. End of report.

**CHIEF FISCAL OFFICER:** Mr. Holcomb thanked Pat Wirthlin and Police Chief Jerry Hayhow for their work on the recent audit of Terrace Park. He then informed residents that the 2015 Budget Public Hearing will be held on Tuesday, June 10<sup>th</sup> at 7:00 p.m. All residents are invited to attend to hear how the village money is being spent. End of report.

**SOLICITOR:** Solicitor Bob Malloy reported that the brief for Martin Marietta has been filed with Judge Ruehlman. He also informed Council that several potential buyers of Terrace Park properties have contacted him to inquire about the status of the Martin Marietta case. He believes that the outcome of this issue is important to potential future Terrace Park homeowners. End of report.

**EMS CHIEF:** Chief Maggard reported that the EMS department has responded to 17 incidents since the 2014 meeting, including five mutual aid runs to neighboring jurisdictions. For the year, the EMS department has had 52 runs total. Chief Maggard welcomed new volunteer, Scot Harris and stated that two new recruits will be sworn in at next month's Council meeting. National EMS week will be celebrated May 20-26<sup>th</sup>. In conclusion, Chief Maggard encouraged residents to volunteer for the Emergency Services departments in order to maintain these services in the village. End of report.

**FIRE CHIEF:** No formal report was presented by Chief Frey; however, he informed Council that Fire/EMS volunteers are dwindling and he encouraged residents to "step up" in order to save these valuable village services. He stated that all training is done in Terrace Park with state-of-the-art equipment. End of report.

**POLICE CHIEF:** Police reports were submitted to Council prior to the meeting. Chief Hayhow informed Council that the current health care provider for village employees has cancelled their policies effective June 1, 2014. He received a letter of cancellation and has been searching for a new provider. The Chief has been working with Pat Wirthlin, Jeff LeMay, and Hylant to identify a new plan that will result in a cost-savings for the village over the next six months. After six months, a new policy will be evaluated and renewed. End of report.

**STREETS AND MAINTENANCE:** Chief Hayhow reported that two resolutions will be presented to Council that will address new sidewalk repairs and the last phase of Old Indian Hill sidewalk repairs. In addition, the village will be working again with Ryan Terry of Strawser Contruction to repave seven streets in Terrace Park with a black mat coating. Streets to be repaired are identified by current condition and location. As opposed to last year, no two streets near each other will be repaired at the same time due to drying time required. Chief Hayhow intends to treat streets each year until all streets have been resealed with this product. In conclusion, Chief Hayhow stated that the Records Room roof and flashing repair will be presented in a resolution by Judith Lehman. End of report.

Mayor Gohman added that residents need to be aware of increased robberies and door to door scams that can occur during the warmer months. Chief Hayhow reminded residents to keep doors locked to avoid being a victim. He also stated that solicitors who are non-for-profit, such as Ohio Action or Jehovah Witnesses, do not need approval from TPPD. However, if someone is selling a product or service, an application must be approved by TPPD. Once approved, a badge is given to these solicitors and the badge must be visible at all times. A "No Solicitors" sign is available in the front office for residents. End of report.

**BUILDING OFFICIAL:** The Building Official's report was included in Council packets.

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

**PLANNING & ZONING:** No formal report; however, Council member Tom Tepe reminded residents to please remove their bags of mulch from the streets and either put the mulch in the gardens, or move the piles to the back of the house. This requirement is addressed in the Terrace Park Zoning Code. End of report.

**BUILDING AND GROUNDS:** Ms. Judith Lehman presented **RESOLUTION 5-2,2014. A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT WITH WM. KRAMER & SON, INC. FOR THE PURPOSE OF ROOF REPLACEMENT OF THE RECORDS ROOM IN AN AMOUNT NOT TO EXCEED \$16,383.00.** She then advanced this resolution to the third reading. Tom Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mrs. Lehman then moved to adopt the resolution. Mrs. Purcell seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Ms. Lehman then moved to treat the resolution as an emergency. Mr. Cole seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Resolution passed. End of report.

**FINANCE:** Mr. Jeff LeMay presented **RESOLUTION 5-3, 2014. A RESOLUTION TO EMPOWER THE ASSISTANT FISCAL OFFICER TO REVISE THE 2014 APPROPRIATION BUDGET.** He explained that several accounts must be modified throughout the year to operate in accordance with the state requirements. To summarize this resolution, the revenues are up \$97,000 and expenditures are up \$95,000 compared to the 2014 Budget. The balance is salary and benefits which were voted on at a previous Council meeting. Mr. LeMay then advanced this resolution to the third reading. Mr. Cole seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mr. LeMay then moved to adopt the resolution. Mr. Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mr. LeMay moved to adopt the resolution as an emergency. Ms. Lehman seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Resolution passed.

Mr. LeMay then introduced **RESOLUTION 5-4,2014. ADOPTION OF THE BUDGET FOR 2015.** This resolution will be presented for vote at the June 10 Council meeting. Mr. LeMay thanked the departments and Pat Wirthlin for their work on this budget. The budget is due mid-July and he asked for a quorum at the June 10<sup>th</sup> meeting so the budget can be adopted. In summary, revenues will be flat in 2015 and forecasting expenditures will be down by \$20,000 compared to 2014. He expects a year-end balance of plus \$21,000 compared to 2014. The Tree budget was budgeted lower than 2014 and yet will be monitored closely. The other significant change is the motor vehicle revenue has been reduced by \$10,000. Funds dedicated for roads are being raised to fund a larger project at a later time. Mr. LeMay then presented this resolution for a third reading. Mr. Cole seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye.

Mr. Tepe then inquired as to financial stability of the village and he asked Mr. LeMay to further respond to this. Mr. LeMay answered that the village has approximately \$1.5 million in cash

reserves. He further explained that the village has been able to offset the loss of the state tax and local government funds. He believes to have these funds in reserve is very prudent and prepares the village for future unforeseen expenses. Mr. Tepe responded that the village is very sound financially, unlike many other communities. End of report.

**RULES & LAWS:** No report.

**PUBLIC WORKS:** Mr. Lee Cole introduced **RESOLUTION 5-5, 2014. A RESOLUTION AUTHORIZING AND DIRECTING THE MAYOR AND VILLAGE CLERK TO ENTER INTO AN AGREEMENT WITH HENDY, INC. FOR THE PURPOSE OF SIDEWALK REPLACEMENT OR INSTALLATION OF INDIAN HILL ROAD, MIAMI, LEXINGTON, ELM & WASHINGTON AND WRENWOOD IN AN AMOUNT NOT TO EXCEED \$19,840.00.** Mr. Cole then advanced this resolution to the third reading. Holly Purcell seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mr. Cole then moved to adopt the resolution. Mr. Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Mr. Cole moved to adopt the resolution as an emergency. Mr. Tepe seconded. Council members Cole, Lehman, LeMay, Purcell, Tepe, and Tripp voted aye. Resolution passed. End of report.

**PUBLIC SAFETY:** No further report following the swearing in of new recruit Scot Harris.

**CONTINUED BUSINESS:** None

**NEW BUSINESS:** None.

Mr. Tepe moved to adjourn the regular meeting. Mr. Cole seconded. All voted aye. Regular meeting adjourned.

**Respectfully submitted:**

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**Melanie N. Stutenroth**  
Clerk of Council

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**Jay Gohman**  
Mayor