

**MINUTES OF MEETING**  
**November 16, 2021**  
**VILLAGE OF TERRACE PARK COUNCIL**  
**HAMILTON COUNTY, OHIO**

Council met on Tuesday November 16, 2021 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. Judith Lehman, Mr. Jeff LeMay, Mr. Pax Lindell, Ms. Lauren Ingebritson and Ms. Regina Sharp. In addition, Mayor Tom Tepe, Village Administrator and Police Chief Gerald Hayhow, Solicitor Jeff Forbes, EMS Chief John Maggard, Fire Chief Steve Dronsfield, Chief Fiscal Officer and Clerk of Council, Katie Lyons.

The Mayor asked if anyone had any corrections, additions or deletions to the October 12, 2021 Minutes. Council Member Gaskey motioned to approve the Council Minutes from the October 12, 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:** Spoke with Mrs. Parker's third grade class, and enjoyed the questions that the kids asked. Halloween went off without a hitch. The tree lighting is December 5; please check the Kindervelt emails regarding timing.

This was an election year; all political signs need to be removed by the first Friday following the election.

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

**Solicitor:** Jeff Forbes-No Report.

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

**EMS CHIEF:** John Maggard reported that EMS class is going well, we have 4 recruits remaining.

**FIRE CHIEF:** Steve Dronsfield- No Report.

**POLICE CHIEF/VILLAGE ADMINISTRATOR:**

Chief Hayhow reported on the following:

- Met with water works engineer in reference the design and plan for the Elm Road water main connection. Once the plan is on paper, we will know what actual costs are and that will allow us to apply for state and federal funding. Council will be notified upon receipt of plans.
- Preliminary work as begun on the Municipal Road Fund Project. The advertising for the sealed bids will begin in January. The bid opening schedule for Jan 19, completion time June 2022.
- We are still awaiting receipt of the MRF Funds.
- New Kawasaki Mule has arrived-not needing to run the large dump truck saves the village a lot of money.
- Parking slots on Washington are complete.
- No Parking signs were installed on Michigan.

- Maintenance has reported 25 loads of leaves have been picked up so far, the 4<sup>th</sup> pass through the village begins this week. They generally have 110 loads at the end of leaf pickup.
- TPD arrested a 38 year old male from the City of Lockland in correlation to the car break-ins that occurred in September. An additional burglary charge is pending.

The Mayor added that it is impossible to gage when the leaf truck will be on each street and encouraged residents to get their leaves out and to be patient. No leaf will be left behind!

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

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

**Planning & Zoning** – Council member Gaskey reminded everyone that there will be a Planning Commission meeting on December 14, 2021 at 7pm, prior to the Council meeting.

**Buildings & Grounds** –Council Member Sharp explained that the following resolutions are a proposal to begin spending the ARPA Funds.

Council member Sharp introduced and advanced to the third reading **RESOLUTION NO. 11-1, 2021 RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH HARPER SIDING & ROOFING FOR THE TERRACE PARK POLICE DEPARTMENT/ADMINISTRATION BUILDING PROJECT** Lindell seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Sharp then moved to adopt the resolution as an emergency. Ingebritson seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

Council member Sharp introduced and advanced to the third reading **RESOLUTION NO. 11-2, 2021 RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO A CONTRACT WITH MAHEDY CONTRACTING, LLC FOR THE TERRACE PARK MAINTENANCE BUILDING PROJECT** Gaskey seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Sharp then moved to adopt the resolution as an emergency. Lindell seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

**Finance** –This is an annual Ordinance confirming our appropriations for 2022 with no changes to our budget.

Council member LeMay introduced and advanced to the third reading **ORDINANCE 11-1, 2021 2022 FINAL APPROPRIATIONS** Lehman seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. LeMay then moved to adopt the ordinance as an emergency. Gaskey seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

Council member stated that we are making some adjustments to our budget, please remember that we submit these appropriations seventeen months prior to use.

Council member LeMay introduced and advanced to the third reading **RESOLUTION 11-3, 2021 TO EMPOWER THE CHIEF FISCAL OFFICER TO REVISE THE 2021 APPROPRIATION BUDGET** Lehman

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

Council member LeMay introduced and advanced to the third reading **RESOLUTION 11-4, 2021 ESTABLISHING THE REPAIRS AND MAINTENANCE OF BUILDINGS AND LAND COST CENTER WITHIN THE AMERICAN RESCUE PLAN ACT FUND (2152) AND AUTHORIZING THE APPROPRIATION AND EXPENDITURE OF FUNDS** Ingebritson seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. LeMay then moved to adopt the resolution as an emergency. Sharp seconded. Gaskey, Lehman, LeMay, Lindell, Ingebritson and Sharp voted aye. Resolution passed as an emergency.

- The Levy passed, thank you to everyone. We will continue to do everything we can to spend our money wisely. Next Levy is 2023.
- Update on our work with Hamilton County Board of Health and Frost, Brown & Todd. We are having good communication and encouraged by the engagement.

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

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

**Public Safety** – Ms. Ingebritson-No Report.

**CONTINUED BUSINESS:** None

**NEW BUSINESS:** None

**Adjournment:** Council Member Sharp 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