

City of Blue Ridge Manor Meeting Minutes June 25, 2018

The next meeting will be held Monday, July 23, 2018 at 7:00 p.m. at the Middletown Fire Department Station Div. 2, 10217 Shelbyville Road.

In Attendance:

Carla Kreitman, Mayor
Hans Klose, Mayor Pro Tem
Ken Conliffe, Commissioner
Porter Lady, Commissioner
Art Sims, Commissioner
Stan Chauvin, City Attorney
Elizabeth McDaniel, Clerk/Treasurer
Susan Brooks, Incoming Clerk/Treasurer
Phyllis Santos
Debbie Mills
Sue Lentz
Dennis Lang
Annie Duncan-Ponvert
Dr. Gino Leone

Call to Order

The regular monthly meeting of the City of Blue Ridge Manor was held at the Middletown Fire Department, Division 2. The meeting was called to order at 7:01 p.m. by Mayor Carla Kreitman.

Mayor Kreitman introduced incoming Clerk/Treasurer Susan Brooks to the group and thanked Clerk/Treasurer McDaniel for her service. Ms. Brooks will take over the position July 1. She will meet with Commissioner Klose and Mayor Kreitman on Monday to add Ms. Brooks to the City's bank accounts. Clerk/Treasurer McDaniel will be working with Ms. Brooks to ensure a smooth transition.

Approval of Previous Meeting Minutes

The Commission reviewed the minutes from the previous regular meeting. Mayor Kreitman asked the Commissioners if they had corrections or additions. There being none, Commissioner Lady made a motion that the minutes be approved. Commissioner Sims seconded the motion; the minutes were approved as submitted.

Treasurer's Report

Clerk/Treasurer McDaniel distributed read aloud the Balance Sheet and detail of revenues and expenses for the previous month. She noted that detailed information is available to the public upon request. Mayor Kreitman asked the Commissioners if they had corrections or additions. There being none, Commissioner Lady made a motion that the reports be approved. Commissioner Klose seconded the motion; the reports were approved as submitted.

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Treasurer's Report (Continued)

Clerk/Treasurer McDaniel reported that there is still \$2630 outstanding from 2016-2017 property taxes and \$415 from 2017-2018 taxes. City Attorney Chauvin will send letters to each delinquent property owner via certified mail to the four remaining property owners delinquent on their 2016 taxes (all of whom have liens on their property) and directing him to send a certified letter and file a lien on the one 2017 delinquent property.

The Kentucky Department of Local Governments sent the City a letter saying our 2015-2016 Financial Report is overdue. Clerk/Treasurer McDaniel called their office for clarification and will work with Commissioner Klose to submit the information.

Business

- Mayor Kreitman reported that
 - The City picnic was well-attended (100+). The hot dog vendor brought ice cream treats/popsicles and the City provided a large bouncy obstacle course.
 - The next event will be Popsicles in the Park on August 12. Steel City Pops will be on hand again this year to provide gourmet frozen treats. Any citizens wishing to play music during the event are encouraged to attend (Bring Your Own Instruments).
 - In October, the City will host Pumpkins in the Park where residents can come paint pumpkins and enjoy some fall treats.
 - The next newsletter will be coming out very soon.
 - A resident emailed asking if an Ash tree with dead limbs that is located in the easement is the homeowner's responsibility. Mayor Kreitman let them know that yes – it is their responsibility.
This homeowner asked LG&E to come look at the tree and LGE sent out an arborist to examine it. LG&E ended up removing the tree at no cost to the homeowner.
 - Chantel Smith, assistant to City Councilmember Julie Rose Denton, contacted Mayor Kreitman to say that MSD has agreed to install a chain-link fence in the park to trap debris so that it does not wash into the storm drain. Commissioner Lady noted that an area 10'x30' near the park gate at the edge of the Metcalf property will need to be cleared of debris before the fence can be installed. Commissioner Conliffe cautioned to reaffirm the exact location of the fence to be sure it will be installed on park (not private) property. He is also concerned that the fence won't be enough to solve the issue therefore, it may cause more problems/complaints in the future. This issue will be tabled until a future meeting. Mayor Kreitman will contact Ms. Smith to let her know there are some concerns about the project.
- Attorney Chauvin received the easement request back from HUD with five amendments and requesting a description of the property. Attorney Chauvin has enlisted the assistance of Kevin Hayes with Stuart Land Title who is reviewing HUD's requests pro bono.

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Business (Continued)

- Clerk/Treasurer McDaniel had a postcard printed and shipped to property owners who live outside the City to let them know about the new Rental Property ordinance, application, and fee. For this first year, the deadline for applications and fees has been moved to August 1, 2018. So far, the Mayor has received one email from a resident who is upset about the ordinance.
- Attorney Chauvin received an email from Commissioner Conliffe stating that if a vendor has an agreement with the state, the City may not need to request bids. This is the case for Staggs Paving Company. Vendors are reviewing our roads in order to provide an estimate.
- Attorney Chauvin presented the 2018-2019 Property Tax Ordinance (#2, Series 2018) for its second reading. Mayor Kreitman took a roll call vote. The Commission unanimously voted to enact the Property Tax Ordinance.
- Attorney Chauvin presented the 2018-2019 Budget Ordinance (#3, Series 2018) for its second reading. Mayor Kreitman noted that the budget for 2018-2019 will be \$542,500. Repaving the road will required the City of liquidate \$300,000 in Map Funds and CDs. Funds have been increased in the Administration category to more accurately reflect expenditures. The budget for the park and entrances has increased \$3500 to reflect the cost for repairing the Shelby Point sign and the budget for Community Affairs increased. The budget for Public Works/Roads may change based on the cost of repaving the city's streets. Mayor Kreitman noted that the City carried over \$20,000 from the 2017-2018 budget. Mayor Kreitman took a roll call vote. The Commission unanimously voted to enact the Budget Ordinance.
- Commissioner Conliffe presented the Ordinance related to the Designation of Public Roads (#4, Series 2018) for its second reading. Mayor Kreitman took a roll call vote. The Commission unanimously voted to enact Ordinance #4.
- Mayor Kreitman noted that a summary of the three Ordinances will be inserted into the City's Summer 2018 Newsletter and posted on the City's website.

Commissioner Reports

Hans Klose – Public Property & Finance: No Report.

Porter Lady - Parks & Recreation:

Blankenship will be adding mulch to Hardesty Park around the trees and playground equipment as soon as weather permits.

Vendors have been selected for the work on the Shelby Pointe sign.

Art Sims - Public Safety: No Report.

Ken Conliffe - Public Works & Sanitation

Commissioner Conliffe noted that a second homeowner on Wenham Road has requested a speed hump.

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New Business


Dr. Geno Leone, who owns property in the City, asked for the reasoning behind the Rental Property Ordinance, application, and fee. Mayor Kreitman explained that there have been issues in the past with rental properties (i.e., safety concerns, diminished property values) and the owners have been difficult to locate. She also noted the increase in the past few years in short-term rentals such as AirBnBs which provide a source of revenue for a property owner while the renters benefit from city services (such as the park, safety patrols, etc.). The \$250 application fee was set so as not to be excessive but help offset the City's administrative costs. The fee was not intended to be a "revenue raiser."

There being no further business, Mayor Kreitman asked for a motion to adjourn. Commissioner Lady made a motion to adjourn; Commissioner Klose seconded the motion; motion passed. The meeting adjourned at 7:58 p.m.

Respectfully submitted:



Carla Kreitman, Mayor



M. Elizabeth McDaniel, Clerk/Treasurer