



Mike Ober, Mayor  
101 Shelby Pointe Drive  
Louisville KY 40223

Pat Gramig, City Clerk  
122 Blue Fields Road  
Louisville KY 40223

**CITY OF BLUE RIDGE MANOR MEETING MINUTES  
JANUARY 27, 2014**

**NEXT MEETING DATE:** February 24, 2014

The regular monthly meeting of the City of Blue Ridge Manor was held on January 27, 2014 at the Middletown Fire Department, Division 2. The meeting came to order at 7:00pm, Mayor Mike Ober presiding.

**The following were present:**

Mike Ober - Mayor	Phyllis Santos – Blue Rose Condo Assoc. - President
Hans Klose – Mayor Pro Tem	Annie Duncan-Ponvert – Blue Ridge Manor
Bob Carter – City Treasurer	Jim Catinna – Blue Ridge Manor
Stan Chauvin – City Attorney	Sue Lentz – 443 Rosewood Ct.
Pat Gramig – City Clerk	Kathy Wayne - President – Shelby Pointe Condos
Porter Lady - Commissioner	Darrell V. Metcalfe – 188 S. Dorsey Way
Julie Colucci – Commissioner	Janice Surratt – 437 Rosewood Ct.
Carla Kreitman - Commissioner	Ted Bordador – Condo Representative
Roger Lanning – President - Dorsey Village	Charles Russell – Condo Representative
Jim Mims – Metro Director of Codes & Regulations	
Tammy Markert – Transportation Planning Coordinator	

**Road Ownership Requirements – Metro Government Presentation**

Mayor Ober introduced Jim Mims, Metro Director of the Department of Codes & Regulations and Tammy Markert, Transportation Planning Director from the Department of Codes & Regulations.

Director Mims and Ms. Market highlighted the requirements for the City of Blue Ridge Manor to pursue road ownership of South Dorsey Lane and Rosewood Drive. In accordance with Section 151 of Chapter 97 of the Louisville/Jefferson County Metro Code of Ordinances, a private street must meet all the following criteria to become a public street:

1. A petition must be signed by 100% of the adjacent property owners
2. Width of the private road(s) should be no less than eighteen (18) feet, unless the Director of Public Works recommends in writing, acceptance of a lesser width for such private road(s)
3. The private road(s) only has single-family, detached dwellings abutting it and directly connects to a public way.

4. At the City's expense, a report must be prepared by a professional engineer. The report needs to be approved by the Metro Government's County Engineer demonstrating that the private road(s) meets construction and design specifications set forth in Section 6.2.7 of the Louisville/Jefferson County Land Development Code.
5. The private road(s) plus additional property adjacent to said road(s) is conveyed in fee simple to Metro Government to provide a right-of-way of the same width as required by Chapter 6 of the Louisville/Jefferson County Land Development Code, unless the Director of Public Works recommends in writing, the acceptance of a lesser width for such right-of-way.
6. The right-of-way, as mentioned in item four (4) above, is dedicated for public use by a major subdivision plat, which is prepared by and at the expense of the City of Blue Ridge Manor and signed by all property owners abutting the road to be dedicated.

An inquiry was posed regarding the Condominium's participation with the signing of the petition as stated in item one (1) mentioned above. The concern was who the proper party would be to sign the petition on behalf of the Association and what would be the proper process to accomplish this. Mayor Ober will contact the Condominium Association Presidents to review this matter.

Porter Lady made a motion that core samples should be taken to see if the road(s) are up to standard before proceeding with the ownership requirements. Julie Colucci seconded it.

Roger Lanning stated that since these roads are now private roads there may be concerns with the residents of Dorsey Village's participation. Roger will approach Dorsey Village to see if they will agree having core samples taken.

Stan Chauvin recommended that we have the engineers come to the next monthly meeting in February to explain the next process.

### **Approval of November Minutes**

Having distributed the November minutes to the Commission prior to the January 27<sup>th</sup> meeting, Mayor Ober asked if there were any corrections or omissions. Porter Lady moved that the November minutes be approved as read. Julie Colucci seconded the motion. Motion carried.

### **Treasurer's Report**

#### Month End Report Review

Bob Carter gave an overview of the November and December Balance Sheets, and the November and December End of the Month Reports with a detailed explanation of operating expenses. Stan Chauvin reminded the Commission that the Audit deadline is due in February.

Carla Kreitman moved that the Treasurer's Report be approved. Julie Colucci seconded it. Motion carried.

### Tax Delinquency Updates

Bob Carter reported that there are only five (5) residents that are listed delinquent. One of these is in bankruptcy/foreclosure with sale pending. One other resident has been unable to locate but he is still making attempts of finding a forwarding address. Stan Chauvin will send out a final letter of notice of collection to each delinquent account.

### Lawn and Garden Services

Bob Carter submitted a copy of the Lawn & Garden Services for 2012/2013 provided to the City. These services were broken down by category and will be reviewed for further evaluation. Stan Chauvin reminded the Commission that anything over \$20,000 must be put out to public bid by law

## **OLD BUSINESS**

### **Easement Update**

Stan Chauvin reported that the updates on the Pedestrian Easement have been prepared and is ready to submit it to Fred Nicoulin's heirs as well as reviewing it with Annie Duncan-Ponvert, another resident.

### **Second Reading - Storage Container/Dumpster Ordinance**

A second reading of Ordinance No. 1, Series 2014 regulating placement of temporary storage units and dumpsters was read by Stan Chauvin. Hans Close moved to accept this ordinance with its current changes. Carla Kreitman seconded the motion. Motion carried. Stan will have the Ordinance published after proper signatures and then be given to the City Clerk for filing.

### **Park Times Ordinance**

Stan Chauvin reminded the Commission that the original Park Ordinance was established in 1985 and includes not only the rules but the times the park would be open. He recommended that a new park ordinance be established in order to give updates in all areas where needed.

## **NEW BUSINESS**

### **Storage**

Mayor Ober has located a new storage space for the City records. Store All, located in Middletown has been leased to store the City records. Mayor Ober stated that he has keys and can be contacted when needed.

## **COMMISSIONERS REPORTS**

### **Department of Public Safety – Julie Colucci**

Julie Colucci made a motion to designate an ordinance to increase the Mayor's salary by 14%. This would be in accordance with KRS83A.070 and KRS83A.075 listed in the 2013 City Officials Legal Handbook. An ordinance is required for this salary increase before the first Monday in May of an election year and to be effective as of January, 2015. Porter Lady seconded the motion. Motion carried.

Julie also introduced a new contract from the Ken and Mary Turbo Accordion Band from Marysville, Ohio. The contract would be for the 2014 Oktoberfest event. It was agreed by the Commission to proceed to enlist their services for the Oktoberfest 2014. Mayor Ober stated that we did not need to vote on it because we did so last year. Stan Chauvin, City Attorney, suggested

we vote on it anyway. Julie Colucci moved that she enlist the Ken and Mary Turbo Accordion Band for the 2014 Oktoberfest event. Hans Klose seconded it. Motion carried.

Julie also stated that Mr. Mike Patterson, representative from Industrial Disposal, informed her that in order for trash to be picked up in the City on snowy days, the snow must be removed from the roads before this will be done.

### **Public Property and Finance – Hans Klose**

Hans reported that in the Kentucky League of Cities January/February publication, there was an article regarding Cities storing and backing up their data off-site. He stated that this is an extremely important preventive maintenance exercise in case of a natural disaster, fire, and for security purposes. He commented that the City of Blue Ridge Manor does not have sufficient means at this point to provide this service. He is in the process of researching this capability for the City and will inform the Commission of his results.

### **Department of Community Affairs & Public Records – Carla Kreitman**

Carla announced the deadline for articles for the City Newsletter. They are:

March 15 <sup>th</sup> issue deadline is :	February 15
June 15 <sup>th</sup> issue deadline is:	May 15
September 15 <sup>th</sup> issue deadline is:	August 15
December 15 <sup>th</sup> issue deadline is:	November 15

She is also encouraging more articles to be written by the residents and to submit them to her for consideration. Extra Newsletters have been ordered to submit them to our Commercial residents for distribution at their locations. She is still working on advertising options to be placed in the City Newsletter as well.

### **Department of Park and Recreation – Porter Lady**

Porter Lady reported that due to the snow, mulching was delayed but now some progress has been made. Areas that he is working on:

- Mulching near playground, swings, and picnic tables
- Lost one (1) 80 foot tree, five (5) Williams and one (1) Bradford Pear
- A catch basin is being put in the center of the parking lot
- Sealing of picnic tables is scheduled
- Two (2) pot holes need to be repaired. One is near the Shelby Pointe entrance and the other is at the Blue Ridge Manor entrance
- Will be planting arborvitaes in the Spring
- Two (2) oak trees were planted to replace two (2) oak trees, and one (1) yellowwood tree
- More cabling to some of the trees and mulch are scheduled

There being no further business, the Mayor asked for a motion to adjourn. Carla Kreitman made a motion for the meeting to be adjourned. Julie Colucci seconded it. Motion carried. Meeting was adjourned at 8:30pm.

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Patricia Gramig - City Clerk

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Mike Ober – Mayor