

# *City of Blue Ridge Manor*

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Mike Ober, Mayor  
101 Shelby Pointe Drive  
Louisville KY 40223

Fred A. Nicoulin, City Clerk  
124 Blue Ridge Road  
Louisville KY 40223

## **BLUE RIDGE MEETING MINUTES February 28, 2011**

**NEXT MEETING DATE:** March 28, 2011

The regular monthly meeting of the City of Blue Ridge Manor, Ky. was held on February 28, 2011 in the Trinity Presbyterian Church. The meeting came to order at 7:30pm, Mayor Mike Ober, presiding.

The following were present:

Mike Ober, Mayor  
Hans J. Klose, Deputy Mayor  
Fred A. Nicoulin, City Clerk  
Robert Carter, City Treasurer  
Stan Chauvin III, City Attorney  
Julie Colucci - Commissioner

Porter Lady - Commissioner  
Carla Kreitman - Commissioner  
Debra Wegner – Shelby Pointe  
Debbie Mills – Shelby Pointe  
Bradley Rhode – Blue Ridge Manor  
Pat Gramig

Prior to regular meeting business, Mayor Ober distributed to all Commissioners the Open Record Law Open Meetings Regulations. He asked that each would read and sign a confirmation of receipt in order to document that these regulations were read and understood by each.

Mayor Ober proceeded with the regular agenda and asked Fred Nicoulin, City Clerk to read the minutes of the November 22<sup>nd</sup> meeting. The minutes were approved as read.

Robert Carter read the Treasurer's Report. The report was approved as read. Mr. Carter also addressed two outside expenses that were issued payment. The first was a check issued to the League of Cities for fees in the amount of \$192.12. This item was generated by Mayor Ober. The second item was a check issued to the Kentucky League of Cities for registration fees generated by Mr. Carter.

Fred Nicoulin, City Clerk, stated that the payment of these two items should have followed the warrant procedure that is presently in place with the City's payment process. The Mayor stated that he researched this current procedure with the League of Cities and was advised that this approach is no longer enforced by other cities due to its redundancy. Stan Chauvin supported the Mayor's approach of changing the present warrant procedure process. Porter Lady also agreed with the elimination of the warrant procedure. He stated that most of the companies he deals with will want immediate payment. Due to the present Warrant Plan, this requires him to pay the vendor personally and then be re-imbursed by the City. Robert Carter, City Treasurer also stated that the Warrant procedure delays prompt payment to most of the vendors and therefore the City is behind in payment of expenses rather than reflecting a current status. A motion was made by Stan Chauvin to eliminate the current Warrant process to comply with the League of Cities

recommendation. Carla Kreitman seconded the motion. Motion carried. The new process for payment of invoices will be:

- All unpaid invoices will go directly to the City Treasurer for prompt payment. Once payment has been issued, all invoices will be so documented including the check number of payment for clarification. The City Treasurer will also list the check number in his monthly Treasurer's report. All paid invoices will then be forwarded to the City Clerk for filing and completion of record keeping.

### **OLD BUSINESS**

Mayor Ober asked the City Attorney for an update on the status of the Attorney General's opinion regarding the City's alcohol license ordinance and collection of fees for the fiscal year of 2010-2011. Stan Chauvin reported that he sent some correspondence to the Attorney General's office and has received only a memo from his office confirming receipt of the correspondence. To date, has not heard anything further. He will follow-up and give the Board a report on his findings at the next meeting.

Mayor Ober addressed the remaining concerns that the former Mayor Hardesty stated in the November minutes. They were:

#### **Enlargement of Culvert located on Dorsey Lane, Shelbyville Road and Blue Fields Road**

The Mayor informed the Commissioners that he has driven through the City and especially during the time of our most recent rain to monitor its effects. So, far he has not witnessed an overflow of water that could create an issue. Porter Lady also informed the Commissioners that he is monitoring the park area and is attempting to remove any leaves as part of the debris that may cause induced flooding of the park. Unfortunately, the most recent rains have produced additional debris that also needs to be removed in order to assess this area properly. The mayor also indicated that he has contacted MSD of the flooding issue and will continue in that direction until he can resolve this concern with measurable results.

#### **Removal of the Cell Tower near Dorsey Village**

The Mayor indicated that he was deeply concerned about the legal involvement for the City of Blue Ridge Manor if this issue was followed through by the City. The Cell Phone Tower in question is in a more populated area than most towers. It has been situated at this site for approximately 15 years and the safety factor issue has been assessed as a minor one rather than a major one for Dorsey Village. If in fact, this concern were to be pursued by the city to have the tower removed, this could involve a multi-million dollar expense to the City of Blue Ridge.

The majority of the commissioners approved to table the pursuit of the Cell Tower removal at this time. Stan Chauvin suggested that the Mayor get a contact person from the company responsible for the cell phone tower in order to maintain a continuous line of communication for regular monitoring efforts.

### **NEW BUSINESS**

Mayor Ober asked the Parks Commissioner for his report. Porter Lady reported that he is keeping the park cleaned up and free from the leaves and debris from the recent rains that have caused additional clean maintenance. He is also planning to order 25 bags of mulch from Eastern High School for the needed areas of the park. As part of the Eagle Scout project it has been suggested to also include constructing a bat house. This will help keep the park environment free of mosquitoes and bugs as bats are the natural enemy and are nocturnal creatures. There appeared to be no objection to this recommendation.

Porter continued with some recommendations for his City park goals to be considered for the City's forthcoming New Budget Plan. They are:

- Create a Tree Grove in the park commemorating Ron Walker, former City Treasurer for 39 years of service. Ron has been instrumental in an easy transition of this position by volunteering to assist the new City Treasurer in taking on his new responsibilities. Estimates and tree selections have been pursued by Porter with several nurseries. So far, estimates have been received by: Tarpley, Larry Lose and a newcomer who lives in the immediate area, Brad Rhode, of Greater Louisville Lawncare, LLC. Porter also suggested a dedication plaque inscribed "Walker Grove". Porter will report more on this project as it becomes available.
- Improvement of South Dorsey Road to the 10,000 Building. Extension of this road would allow easier ingress and egress to the park area for vendors with maintenance equipment when performing routine maintenance as well as allowing park visitors who need to drive to the park location.
- To provide a six car parking lot area for those visitors who need to drive to the park location.
- Purchase two dedication plaques for the front and back entrances to the park.
- Enlistment of police security to patrol the park as part of their responsibility to the City.

Porter also mentioned receiving complaints about unauthorized cars being driven in the late evening through the park and causing a safety hazard to nearby neighbors. He suggested a more secure fenced-in area at the entrances to comply with the sensitive needs of the neighbors who reside near the park. He felt that the fence and the enlistment of police security would help secure this concern.

At this time, the Mayor reiterated about the Park dedication. In exploring various possibilities to purchase a proper placard for the dedication, he inquired through various park authorities the type of placard to be considered. It was clear that the best and low maintenance placard would be a bronze placard on a post with raised lettering. If there is any paint disfiguration by park violators, the paint is easily removed with a power spray. This type of placard is also feasible and clear of obstruction if placed next to the park walkway and therefore very doable.

Mayor Ober then asked for Carla Kreitman's report. Carla reported of the replacement of several lights at the front entrance to Blue Ridge Manor. She also reported that she is pursuing the Brightside Grant and will include trees to be a part of the City's grant response so we can replace those that were lost in the Park. Bob Carter indicated that Dorsey Station has worked with Brightside at this level and would be more than happy to share his approach to this part of the Grant for the City of Blue Ridge. Carla is also looking into other Grants that will help to enhance the Park facilities and be more appealing as well as useful. She will keep us advised if this as she explores these possibilities.

Carla also requested a distinct outline of duties and responsibilities that is required of each commissioner. She indicated that at times, these duties are very unclear. Mayor Ober asked that she research for the proper ordinance that outlines these specific tasks for each Commissioner and give her findings at the next monthly meeting. She agreed to do so.

Mayor Ober asked for an update from Hans Close on the Stop sign repairs. Hans reported that even though bad weather delayed these repairs, he eventually was able to correct the problem with the signs.

Julie Colucci was asked to give her report on Waste Management. Julie reported that the present contract with Industrial Disposal will expire April 1<sup>st</sup>. In order for the City to receive full benefit of their needs, Julie researched the present contract and the services we are now receiving in comparison to what is actually needed. She distributed copies of the contract and the fees for individual services the City is presently receiving. The contract and fees were reviewed with the Commissioners with some reservation of our needs being properly met by Industrial Disposal. She recommended that this would be a very good time to pursue open bidding from other vendors. Mayor Ober suggested placing a Notice in the newspaper along with a Spec Sheet listing the City's needs by this Friday, March 4<sup>th</sup>. Stan Chauvin reinforced the Spec Sheet to be a part of the Bid Notice. He also suggested that the process be a "Sealed Bid." This would then emphasize a more unbiased and fair approach to the selection of the waste management vendor. The Commissioners were in favor of this selection process. A special meeting of the Commissioners will be conducted on March 21<sup>st</sup> at 6:30pm. At that time, those bids from interested vendors will be opened to determine the bid selection. Mayor Ober also reminded the Commissioners that the new vendor of the City's waste management should also include the City on their insurance. This would allow the City to deal directly with their insurance company on any claim the City may need to file in the future.

Julie Colucci made a motion that we submit an Ad for Bids Friday, March 4<sup>th</sup> for the Sealed Bid process. Carla Kreitman seconded the motion. Motion carried.

Mayor Ober informed the Commissioners that it has been awhile since the City's insurance policy has been reassessed to include the City Park. Arrangements have been made with the City's insurance company to do a walk-thru of the park and give their evaluation. The Mayor will advise the Commissioners of their findings as soon as he is notified.

Mayor Ober also announced the new development of the City of Blue Ridge Newsletter. He stated that this could be a good tool to keep the residents advised of any activity or changes that the Board makes with City funds. It will also be a good tool to get better acquainted with the local businesses that are also a part of the City of Blue Ridge. The Mayor felt that a Newsletter should be issued quarterly and be composed of a staff of volunteers from the City who would be responsible putting it together with his final approval. He asked that if anyone was interested in working on the staff of the newsletter to please contact Pat Gramig who volunteered to be the Editor. Debra Wegner and Debbie Mills volunteered to work on the Newsletter. Mayor Ober also requested that each commissioner have a photograph submitted to Pat in order to have it printed along with their article each time they submit an article to the Newsletter staff. Mayor Ober volunteered to photograph anyone who did not have a current photograph available, at the next monthly meeting.

Carla Kreitman introduced a new guest, Brad Rhode, to the meeting. Carla informed everyone that he has been living in the neighborhood for 22 years. Brad introduced himself and commented how he wanted to help the City since he has a strong love for it. He is the owner of Greater Louisville Lawncare, LLC. He also submitted an estimate to Porter Lady on trees and landscaping for the park. He would consider it an honor to have the opportunity to become a part any future projects the City may have.

There being no further business, Mayor Ober made a motion for the meeting to be adjourned. Stan Chauvin seconded it.

Meeting was adjourned at 9:35pm.

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Fred A. Nicoulin, City Clerk

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Mike Ober, Mayor