

# CITY OF NORBOURNE ESTATES

## April 8, 2014 Regular Meeting Minutes

The regular monthly meeting of the City of Norbourne Estates Board of Commissioners was held on April 8, 2014, at the St. Matthews Eline Library. Mayor Spanyer called the meeting to order at 7:00PM. The following City officials were in attendance: Commissioners Brooks, Erny and Frey, Treasurer Rose and Clerk Brown. Commissioner Decker was not present. Three guests also attended. Attendance Record is on file.

Comm. Brooks made a motion to approve and distribute the March 11, 2014 Regular Meeting Minutes. Comm. Frey seconded; it passed unanimously.

The Treasurer's Report for March 2014 was presented. Comm. Brooks made a motion to approve the report for audit. Comm. Frey seconded; it passed unanimously.

Clerk Brown read the following invoices to be paid in April.

Jeffrey Rose (April)	\$200.00	*LG&E (lights – 02/14-03/17)	\$650.00
Jerry Brown (April)	\$800.00	*LG&E (Breck – 02/17-03/18)	\$30.00
Clerk Expenses (April)	\$191.62	*LG&E (Browns – 02/17-03/18)	\$30.00
NSAP (March)	\$910.00	*LWC (Breck – 01/09-03/11 acct 07)	\$0.00
Simply Waste (March)	\$2,762.50	*LWC (Browns – 01/10-03/11 acct 26)	\$0.00
BB&T Ins. (annual Surety Bond – Clerk)	\$101.80		

\*LG&E and LWC – current usage charges adjusted to maintain a monthly credit balance and avoid fees

## COMMITTEE REPORTS

### Security & Finance

Security Officer Lt. Al Cabrera was not present, no report was received.

Treasurer Rose presented a budget worksheet for fiscal year July 1, 2014 through June 30, 2015 for the Board to review and revise. Clerk Brown noted that the first and second readings of the tax rate and budget ordinances for the next fiscal year are scheduled to take place at the May and June regular meetings.

Comm. Frey noted that search efforts to find a candidate to fill the position of Treasurer of the City of Norbourne Estates continues. The Board would consider possible candidates with some knowledge and experience in accounting and bookkeeping. Residents who have knowledge of a possible candidate or have an interest in serving should contact the Mayor or any Commissioner.

### Ordinance & Resolutions

James Hodge of Hodge, Singler & Ritsert reported on the progress of the ordinance codification and review. The initial draft from American Legal Publishing should be available to the Board of Commissioners for additions and corrections within a month. Atty. Hodge noted that periodic ordinance review is a process to be revisited each five years.

**Roads & Utilities**

Commissioner Erny recognized Mark Madison of Milestone Group who presented a report and recommendations including a proposal completing Phase I for improvements to the City and it's infrastructure. Of the four general recommendations presented, Mr. Madison suggested the City should first consider a comprehensive reconstruction of the sidewalk system to comply with the Americans with Disabilities Act, improve the safety of our walkways and incorporate a unique design to distinguish the City at large. Mr. Madison presented a Proposal for Engineering Services to accomplish the project. In discussion it was agreed upon that this element could be addressed immediately within available budgetary resources and begin the framework for addressing the other issues presented. The overall cost of such a project is anticipated to be in the range of \$100,000 to \$150,000 when completed. The project can begin this fiscal period and completed in the next.

Comm. Erny made a motion to accept the proposal as presented by J. Mark Madison, Milestone Design Group, Inc., for Engineering Services for the Construction Design and Cost Estimating necessary to replace and improve the sidewalks within the City of Norbourne Estates for the cost of \$16,740.00. Comm. Brooks seconded the motion; it passed unanimously.

The Mayor and Commissioners agreed that the Clerk shall include a notice to accompany the March Regular Meeting Minutes. The notice is to provide information that survey crews will be in the City within the next ten days or so and to reiterate parking restrictions by ordinance as illegal parking continues to damage roadways and right of way.

**Grounds & Landscape**

Commissioner Brooks will be obtaining contract proposals for landscape and other services in preparation for the new season and ahead of other improvements which may be considered later as a part of the engineering study.

Comm. Erny made a motion to adjourn the meeting at 8:30PM. Mayor Spanyer seconded it.

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Andy Spanyer, Mayor

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Jerry Brown, City Clerk  
[NorbourneClerk@gmail.com](mailto:NorbourneClerk@gmail.com)

visit our website – <http://www.norbourneestates.org>

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