

Mayor
J. Byron Chapman

Commissioners
Paul Hayden
Amy Oliver
Mark Stigers
Ron Wolf



City Clerk
Brittany Veto
(502) 245-2762

**Middletown City Commission
Regular Meeting Minutes
City Hall – 11803 Old Shelbyville Road
August 14th, 2025 – 6:00 p.m.**

1. Call to Order

2. Pledge of Allegiance

3. Roll Call- City Clerk, Brittany Veto, called the roll:

- Commissioner Amy Oliver – Present
- Commissioner Paul Hayden – Present
- Commissioner Mark Stigers – Present
- Commissioner Ron Wolf – Present
- Mayor Byron Chapman – Present
- Treasurer Tracy Dohn- Present

4. Minutes

- **July 10, 2025 Regular Meeting** – Motion to approve by Commissioner Wolf, seconded by Commissioner Stigers. Motion Passes unanimously.
- **July 15, 2025 Special Meeting** – Motion to approve by Commissioner Haydon, seconded by Commissioner Oliver. Motion Passes unanimously.
- **July 24, 2025 Special Meeting** – Motion to approve by Commissioner Stigers, seconded by Commissioner Wolf. Motion Passes unanimously.

5. Treasurer's Report

- Motion to approve the treasurer's report made by Commissioner Wolf, seconded by Commissioner Haydon. Motion passed unanimously.

6. Middletown Cemetery Association, Inc., Board of Trustees

- Motion to approve the treasurer's report made by Commissioner Stigers, seconded by Commissioner Oliver. Motion passed unanimously.

7. Announcements/Updates

- a. Commissioner Haydon reminded all of the upcoming Middletown Festival on 9/5–9/6, 2025.
- b. Jerry Nart, Commander of VFW Post 1170, introduced himself. He highlighted several upcoming events.

8. Presentations

- **HB Productions – Middletown Family Fun Festival (Sept. 5-6, 2025) Presented by Tisha Gainey, co-producer.**

HB Productions provided an update on the upcoming Middletown Family Fun Festival, noting that Friday's entertainment will feature the Dave Whelan Band along with "100% Poly," while Saturday's headliner will be *The Heart of Rock & Roll*, a Huey Lewis tribute band. During discussion, commissioners confirmed the need for parade vehicles, with Amy Oliver and Mark Stigers requiring transportation, and Mayor Chapman proposed Representative Jason Nemes as Grand Marshal, which was approved. Vendor links will also be posted on the city's website for public access.

9. Reports

a. Middletown Police Department:

Chief Herman reported:

- The Police Department reported that two new officers are now on patrol, a \$3,000 Attorney General's grant was secured for body armor, and policies were updated in line with League of Cities best practices. A graffiti suspect causing nearly \$10,000 in damages has been identified, and detectives are addressing an uptick in retail theft with store security. The department also received an \$8,000 Firehouse Subs Foundation grant for AEDs, now in use across patrols, and all officers are equipped with LifeVac devices. Traffic concerns over speeding school buses and heavy vehicles were discussed, with the Chief planning to meet with JCPS supervisors and consider ghost car placement to deter violations.

b. Public Works Department:

Chris Mann reported:

- There are currently 14 active projects, with 40 already completed since June. The salt dome project is nearly finished, with asphalt scheduled for August 18. A new generator has been delivered and is set for installation on August 21. Lumos fiber work on Shelbyville Road is also nearing completion. Engineers are reviewing a drainage issue at the Community Center, while sidewalk repairs continue at Belmont Park. A locksmith has been engaged to complete upgrades at the police facility, and a proposal for a gazebo fan will be considered under contracts.

c. Business License & OCC Registration:

- Quarterly report presented; progress continues. Still seeking qualified candidate for dedicated position.

d. Middletown Historic Museum:

- Attendance has increased since school let out. Attendance strong over summer months. Improvements to displays ongoing.

e. Middletown Chamber of Commerce:

- Report submitted. Events continue as planned.

f. 2025 Event Planning:

- Festival preparations underway (as discussed under presentations).

10. General Public Comment

- a. Kathy Speaker requested printed minutes for attendees at meetings, noting not all residents have computer access. Mayor Chapman agreed to have copies available at future meetings once minutes are approved.

11. Contracts/Municipal Orders/Ordinances/Resolution

a. Ambling Way Retention Basin

- Representatives of HOA requested that the city assume ownership of their subdivision's retention basin, citing the financial burden of liability insurance for just 14 families and increased risk due to the basin's proximity to Eastern. The Mayor and Commissioners expressed concern about setting a precedent, noting the city has more than 300 basins and that municipalities generally do not take ownership of them. It was agreed that engineers would review right-of-way and liability issues, and the City Attorney would examine the legality of a business operating within the subdivision.

a. MO 07-10-2025-C: Circle K Development, 917 Blankenbaker Pkwy (*EXHIBIT "A"*)

- A revised municipal order with updated binding elements was presented, and commissioners held extensive discussion regarding traffic safety, particularly concerns over left-turn risks, noting that Metro has authority over roadway access. Binding Element 24 was amended to require a feasibility study within six months of the Certificate of Occupancy. A motion to approve was made by Commissioner Hayden and seconded by Commissioner Stigers, passing 4-1, with Commissioner Wolf voting no due to concerns outlined in the discussion.

b. MO 08-14-2025-A – L&N Credit Union (12933 Shelbyville Rd) (*EXHIBIT "B"*)

- The site of the former Arby's will be redeveloped, with two waivers requested for an existing open space encroachment and the lack of a vehicular connection to the adjacent lot. The new building will be slightly larger, with some elevation concerns noted. Conditions were added requiring compliance with signage regulations, review of construction plans, and measures to address water runoff. A motion to approve was made by Commissioner Hayden and seconded by Commissioner Oliver, and the amended plan was unanimously approved.

c. Gazebo Upgrades (*EXHIBIT "C"*)

- A proposal was presented to install a large reversible ceiling fan at the gazebo at a cost of approximately \$4,160. Commissioners discussed potential noise interference with bands and possible mitigation measures. A motion to approve was made by Commissioner Wolf and seconded by Commissioner Stigers, and the proposal passed 4-1 with Commissioner Haydon opposed.

d. Declaration of Surplus Equipment: (*EXHIBIT "D"*)

- Nineteen MDTs that cannot be upgraded to Windows 11 were approved for donation to the Spencer County Sheriff's Office, with the understanding that the City will provide no support. All devices were factory reset to clear data prior to transfer. A motion to approve was made by Commissioner Oliver and seconded by Commissioner Wolf, and the motion passed unanimously.

e. ORD 08-14-2025-A – Park Closure Ordinance- 1st Reading

- An ordinance was introduced to establish park closures from sunset to sunrise unless a city-approved and scheduled event is taking place. The ordinance also provides enforcement authority and allows for vehicle towing if necessary. A motion to introduce the ordinance was made by Commissioner Wolf and seconded by Commissioner Oliver, with the motion passing to move forward with the first reading. The second reading is scheduled for the September 11, 2025 meeting.

- f. **MO 08-14-2025-B – Code Enforcement Board Appointment (EXHIBIT “E”)**
 - Motion made by Commissioner Oliver seconded by Commissioner Haydon to appoint Gary Edelen to the code enforcement board with term expiring June 30, 2028. Motion passed unanimously.
- g. **MO 08-14-2025-C – Historic Preservation Commission Appointments (EXHIBIT “F”)**
 - Motion made by Commissioner Haydon, seconded by Commissioner Oliver to appoint Mark Stigers, Tony Bayus, Mark Flesh to the historic commission with terms expiring June 30, 2028. Motion passed unanimously.
- h. **MO 08-14-2025-D – Ethics Commission Appointment (EXHIBIT “G”)**
 - Motion made by Commissioner Wolf, seconded by Commissioner Stigers to appoint Vince Guenthner to the ethics commission with a term expiring June 30, 2028. Motion passed unanimously.
- i. **Middletown Disaster Plan**
 - Nearly finalized; to be presented at September meeting.


12. Attorney Report

13. Adjournment

- a. Motion to adjourn made by Commissioner Oliver, seconded by Commissioner Haydon, motion carried. Meeting concluded at approximately 7:30 PM.

Attest:


Brittany Veto, City Clerk


J. Byron Chapman, Mayor

CITY OF MIDDLETOWN
MUNICIPAL ORDER NO. 07-10-2025-C
A MUNICIPAL ORDER RELATING TO THE APPROVAL OF A DETAILED DEVELOPMENT
PLAN AND BINDING ELEMENTS ON PROPERTY LOCATED AT 917 BLANKENBAKER
PARKWAY AND BEING IN THE CITY OF MIDDLETOWN.
(CASE NUMBER 24-DDP-0017)

WHEREAS, the City Commission of the City of Middletown has received and reviewed the findings and recommendations of the Louisville Metro Planning Commission, as contained in Minutes dated June 4th, 2025, Case No. 24-DDP-0017, as provided in KRS 100.211, and

WHEREAS, the Louisville Metro Planning Commission has recommended to the City Commission of the City of Middletown that the proposed Detailed Development Plan, with certain binding elements, on the following described property, be approved, and

WHEREAS, the owners of the property herein described have agreed to certain Binding Elements, now, therefore,

BE IT ORDAINED BY THE CITY OF MIDDLETOWN:

Section 1. That subject to full compliance with the restrictions of the Binding Elements contained in Section 2 herein, the proposed change in zoning, Detailed Development Plan on property more particularly described in the legal description contained in Case Number 24-DDP-0017; BE AND HEREBY IS APPROVED. In support of said approval, the City of Middletown does hereby adopt as its own all the findings in favor of said approval in the minutes of the Case No. 24-DDP-0017

Section 2. The following Binding Elements shall apply with respect to the property more particularly described in the legal description in the Planning Commission record, Case 24-DDP-0017:

Case 24-DDP-0017

1. The development shall be in accordance with the approved district development plan, all applicable sections of the Land Development Code (LDC) and agreed upon binding elements unless amended pursuant to the LDC. Any changes/additions/alterations of any binding element(s), or development plan revisions and all landscape plans shall be submitted to the Planning Commission or the Planning Commission's designee, and to the City of Middletown for review and approval; any changes/additions/alterations not so referred and so approved shall not be valid.
2. No pennants, balloons, or banners shall be permitted on the site. The City of Middletown must approve the final sign package prior to construction showing the

placement, size, scale and type of materials of the signs. The lighting for the development (including for the canopies) must also be reviewed and approved by the City of Middletown.

3. Any area proposed to be used for outdoor sales, display or storage in accordance with Section 4.4.8 shall be accurately delineated on the development plan. Areas for outdoor storage are not allowed on the site, except for those areas shown on the development plan.
4. Construction fencing shall be erected at the edge of the area of development in accordance with the tree preservation plan prior to any grading or construction to protect the existing tree stands and their root systems from compaction. The fencing shall enclose the entire area beneath the tree canopy and shall remain in place until all construction is completed. No parking, material storage, or construction activities are permitted within the protected area.
5. Before any permit (including, but not limited to building, parking lot, change of use, site disturbance, or alteration) is requested:
 - a. The development plan must receive full construction approval from Construction Review, Louisville Metro Public Works, Metropolitan Sewer District and City of Middletown.
 - b. Encroachment permits must be obtained from the Kentucky Department of Transportation Cabinet.
 - c. The property owner/developer must obtain approval by the Planning Commission and the City of Middletown of a detailed plan for screening (buffering/landscaping) as described in Chapter 10 prior to requesting a building permit. Such plan shall be implemented prior to occupancy of the site. Landscaping must include only live plants and all landscaping must be maintained with healthy living vegetation at all times. There shall be no removal of the required landscaping without City Commission approval. In the event any tree or other landscaping is removed without written consent of the City, the City may require the owner/applicant to replace with a tree of similar size and age (when cut), or as approved by the City Commission. Any replacement tree or trees shall be such as are deemed adequate by the City to mitigate the impact.
 - d. A Tree Preservation Plan in accordance with Chapter 10 of the LDC and the City of Middletown shall be reviewed and approved.
 - e. An access easement in a form acceptable for the Planning Commission legal counsel shall be created and recorded. A copy of the recorded instrument shall be submitted to the Division of Planning and Design Services; transmittal of approved plan to the office responsible for permit issuance will occur only after receipt of said instrument.
 - f. The Mayor is hereby authorized by the City Commission (at the Mayor's option), to review and approve any subsequent City of Middletown plan

approvals detailed herein if compliant.

6. Any future development of the site not shown on this plan can only occur after review and approval of a Detailed Development plan which is reviewed and approved through Planning Commission and the City of Middletown. There is an existing drainage issue in the Northeast corner of the property and any future development will be required to address this drainage concern in its plan.
7. Development on this site must be substantially consistent with approved renderings and elevations of all buildings, including the gas station canopies. The renderings and elevations must be approved by the City of Middletown prior to the issuance of a building permit. Any rooftop HVAC equipment must be concealed by use of a parapet wall. Additional features must be added to the exterior rear wall of the gas station so that the rear of the building is not a featureless wall and is substantially consistent with the front of the building.
8. A certificate of occupancy must be received from the appropriate code enforcement department and the City of Middletown prior to occupancy of the structure or land for the proposed use. All binding elements requiring action and approval must be implemented prior to requesting issuance of a certificate of occupancy unless specifically waived by the Planning Commission and the City of Middletown.
9. The right in right out median dividers at the entrances shall be concrete, but mountable for access by emergency vehicles. Signage indicating right in right out shall be via pavement markings or other signage that does not interfere with emergency vehicle access. Because of emergency vehicle access, no center median shall be installed at the Ellingsworth Lane access.
10. There shall be no outdoor music (live, piped, radio or amplified) or outdoor entertainment. There may be an outdoor PA installed at the gas pumps. The PA system shall not be audible past the property lines of the overall site subject to the Approve Detailed Development Plan.
11. The applicant, developer, or property owner shall provide copies of these binding elements to tenants, purchasers, contractors, subcontractors and other parties engaged in development of this site and shall advise them of the content of these binding elements. These binding elements shall run with the land and the owner of the property and occupant of the property shall at all times be responsible for compliance with these binding elements. At all times during development of the site, the applicant and developer, their heirs, successors, and assignees, contractors, subcontractors, and other parties engaged in development of the site shall be responsible for compliance with these binding elements.
12. Any road bond release must be approved by an authorized representative of the City of Middletown. Direct contact information for the owners, developers and

construction supervisors for this project and updated as needed during construction.

13. No idling of trucks shall take place within 200 feet of single-family residences. No overnight parking of tractor trailer trucks.
14. A landscape buffer, plans for which must also be approved by the City of Middletown, shall be installed along the east property line adjoining the Belmont Park subdivision residential building lots, and ending at Belmont Park's detention basin lot. The landscape buffer shall be installed and irrigated before the Certificate of Occupancy is issued.
15. The whole site, including any detention basins, shall be at all times kept mowed, picked up and kept to the standards of the Middletown nuisance ordinances, regardless of the completion of the various phases of construction.
16. The buffering walls, fences or landscaping shown on the plans shall be completely installed (and kept maintained) as soon as possible, as part of the initial site improvements for any tract.
17. The Applicant, its successors and assigns, hereby consents, and agrees that the City of Middletown has full right and authority to take any and all appropriate direct legal action against Applicant, its successors and assigns, to enforce these binding elements and inspect the premises to determine compliance with the binding elements.
18. KRS 91A.080 requires insurance companies which issue certain insurance policies on risks that are located within the City of Middletown, to designate City of Middletown as the property taxing jurisdiction for insurance premium taxes. For any insurance on this property by the applicant, developer, or property owner, please make sure your agent or insurance company designates it as a City of Middletown Policy.
19. The City of Middletown has a business license and occupational tax. Applicant shall inform its tenants, contractors and subcontractors that they are required to register with the City of Middletown, obtain a business license and pay any occupational tax required.
20. No outdoor construction on Sundays prior to 1:00 p.m. Dumpster and trash collection pick-ups/emptying shall occur only during the hours of 7:00 a.m. and 7:00 p.m.
21. All binding elements and/or conditions of approval set out herein have been accepted in total, without exception, by the entity requesting this approval.
22. No certificate of occupancy shall be issued until the Ellingsworth Lane restriping is complete. Additionally, the applicant shall ensure that lane information signage is installed to direct travelers on Ellingsworth Lane to the appropriate left turn if

movement beyond the intersection will be onto I-64 East or West.

23. All rooftop equipment shall be fully screened by a parapet wall.

24. Once the double left turn lane on Ellingsworth Lane is restriped and traffic stabilized, and not later than 6 months after the issuance of the certificate of occupancy, the applicant shall collaborate with the City of Middletown to evaluate the feasibility of a full access point at the Ellingsworth Lane entrance. If feasible, the applicant shall then submit a traffic study to Metro Public Works and request full access, which if approved the applicant will construct.

All binding elements and/or conditions of approval stated in this municipal order are accepted in total without exception by the entity requesting approval of this (these) development item(s).

Section 3. This Municipal Order shall take effect upon its passage and approval.

PASSED AND APPROVED:

8/14/2025

J. Byron Chapman, Mayor

ATTEST:

Brittany Veto, City Clerk

In favor:

4

Opposed:

1

- Wolt opposed

I HEREBY ATTEST THAT I, AS THE AUTHORIZED REPRESENTATIVE OF THE APPLICANT/DEVELOPER HEREIN, HAVE READ FULLY UNDERSTAND AND FULLY AGREE TO ALL THESE BINDING ELEMENTS AND CONDITIONS OF APPROVAL.

BY:

ITS: Mark Kestnbaum VP of Real Estate (Print Name and Title)

Contact Email and Phone jasmine.reed@circlek.com, kathy.hinkebein@circlek.com

Signed by
Mark Kestnbaum
Signature

**CITY OF MIDDLETOWN
MUNICIPAL ORDER NO. 08-14-2025-A**

A MUNICIPAL ORDER RELATING TO THE APPROVAL OF A REVISED DETAILED DEVELOPMENT PLAN AND BINDING ELEMENTS ON PROPERTY LOCATED AT 12933 SHELBYVILLE ROAD AND BEING IN THE CITY OF MIDDLETOWN. (CASE NUMBER 25-DDP-0036).

WHEREAS, the City Commission of the City of Middletown has received and reviewed the findings and recommendations of the Louisville Metro Development Review Committee as contained in the Minutes dated July 16, 2025, Case No. 25-DDP-0036, as provided in KRS 100.211, and

WHEREAS, the Louisville Metro Development Review Committee has recommended to the City Commission of the City of Middletown that the proposed Revised Detailed Development Plan, with certain binding elements and waivers, on the following described property, be approved, and

WHEREAS, the owners of the property herein described have agreed to certain Binding Elements, now, therefore,

BE IT ORDAINED BY THE CITY OF MIDDLETOWN:

Section 1. That subject to full compliance with the restrictions of the Binding Elements contained in Section 2 herein, the proposed Revised Detailed Development Plan on property more particularly described in the legal description contained in Case Number 25-DDP-0036; BE AND HEREBY IS APPROVED. In support of said approval, the City of Middletown does hereby adopt as its own all the findings in favor of said approval in the minutes of the Case No. 25-DDP-0036.

Section 2. The following Binding Elements shall apply with respect to the property more particularly described in the legal description in the Planning Commission record, Case 25-DDP-0036:

1. The development shall be in accordance with the approved district development plan, all applicable sections of the Land Development Code (LDC), and agreed upon binding elements unless amended pursuant to the LDC. Any changes/additions/alterations of any binding element(s) or the development plan shall be submitted to the Planning Commission and to the City of Middletown for review and approval; any changes/additions/alterations not so referred shall not be valid.
2. There shall be no direct vehicular access to Shelbyville Road.

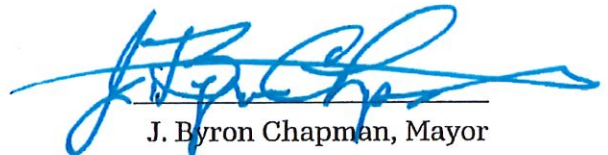
3. Outdoor lighting shall be directed down and away from surrounding residential properties. Lighting fixtures shall have a 90-degree cutoff and the height of the light standard shall be set so that no light source is visible offsite. Light levels due to lighting on the subject site shall not exceed 0.5 foot-candles measured at the property line.
4. Before any permit (including but not limited to building, parking lot, change of use, or alteration permit) is requested:
 - a. The development plan must receive full construction approval from Louisville Metro Department of Public Works and Transportation, the Metropolitan Sewer District and the City of Middletown.
 - b. The property owner/developer must obtain approval (including approval of the City of Middletown) of a detailed plan for screening (buffering/landscaping) as described in Chapter 10 prior to requesting a building permit. Such plan shall be implemented prior to occupancy and shall be maintained thereafter.
 - c. An access and crossover easement agreement in a form acceptable to Planning Commission legal counsel shall be secured from the adjoining property owner and recorded. A copy of the recorded instrument shall be submitted to the Division of Planning and Development Services. Transmittal of approved plans to the office responsible for permit issuance will occur only after receipt of said instrument.
 - d. The Mayor is hereby authorized by the City Commission (at the Mayor's option), to review and approve any subsequent City of Middletown plan approvals detailed herein if compliant.
5. There shall be no outdoor music (live, piped, radio or amplified), outdoor entertainment, or outdoor PA system audible beyond the property line.
6. No pennants, balloons, or banners shall be permitted on the site. The City of Middletown must approve the final sign package prior to construction showing the placement, size, scale and type of materials of the signs. The lighting for the development (including for the canopies) must also be reviewed and approved by the City of Middletown.
7. The applicant, developer, or property owner shall provide copies of these binding elements to tenants, purchasers, contractors, subcontractors, and other parties engaged in development of this site and shall advise them of the content of these binding elements. These binding elements shall run with the land and the owner and occupant shall at all times be responsible for compliance.


8. If work is required within easements causing removal or damage of landscape materials, the property owner shall replace said materials according to the approved landscape plan.
9. The materials and design of proposed structures shall be substantially the same as depicted in the renderings presented at the July 16, 2025, Development Review Committee meeting.
10. A certificate of occupancy must be received from the appropriate code enforcement department and the City of Middletown prior to occupancy of the structure or land for the proposed use. All binding elements requiring action and approval must be implemented prior to requesting issuance of a certificate of occupancy unless specifically waived by the Planning Commission and the City of Middletown.
11. Any road bond release must be approved by an authorized representative of the City of Middletown. Direct contact information for the owners, developers, and construction supervisors must be provided and kept updated during construction.
12. The whole site, including any detention basins, shall at all times be kept mowed, picked up, and maintained to the standards of the Middletown nuisance ordinances, regardless of the completion status of any phase of construction.
13. No outdoor construction on Sundays prior to 1:00 p.m. Dumpster and trash collection shall occur only between 7:00 a.m. and 7:00 p.m.
14. The City of Middletown has a business license and occupational tax. Applicant shall inform tenants, contractors, and subcontractors that they are required to register, obtain a business license, and pay any occupational tax required.
15. KRS 91A.080 requires insurance companies which issue policies on risks located within the City of Middletown to designate the City as the property taxing jurisdiction for insurance premium taxes. Ensure your agent or insurance company makes this designation.
16. The Applicant, its successors and assigns, hereby consents and agrees that the City of Middletown has full right and authority to take any and all appropriate direct legal action to enforce these binding elements and inspect the premises for compliance.

All binding elements and/or conditions of approval stated in this municipal order are accepted in total without exception by the entity requesting approval of this development item.

Section 3. This Municipal Order shall take effect upon its passage and approval.

PASSED AND APPROVED: 8/14/25


J. Byron Chapman, Mayor

ATTEST:

Brittany Veto, City Clerk

In favor: 5
Opposed: 0

I HEREBY ATTEST THAT I, AS THE AUTHORIZED REPRESENTATIVE OF THE APPLICANT/DEVELOPER HEREIN, HAVE READ, FULLY UNDERSTAND, AND FULLY AGREE TO ALL THESE BINDING ELEMENTS AND CONDITIONS OF APPROVAL.

BY: Tim Root

ITS: EVP/COO

Contact Email and Phone: Tim.Root@LNFCU.com (502) 515-8306

Signature: Tim Root

Brittany Veto

From: J. Byron Chapman
Sent: Thursday, July 17, 2025 9:19 AM
To: Clerk
Subject: Fw: HVLS Fan for Gazebo
Attachments: City of Middletown - Submittal.pdf

Copy

Thanks
J. Byron Chapman
Mayor
City of Middletown

From: Cade Bleidt <Cade@rlcraigco.com>
Sent: Wednesday, July 16, 2025 4:41 PM
To: J. Byron Chapman <mayor@cityofmiddletownky.org>
Subject: HVLS Fan for Gazebo

Sorry for the delay sir, we have been communicating back and forth with the manufacturer to get a good lead time. I have quoted this HVLS with a diameter of 6' and a down rod of 3' (to be right above the lights). My only concern is that the fan may cause the lights to sway. What are these lights suspended by? Let me know if we need to make any changes.

(1) Greenheck DC-5-6-3MV
Lead time of four weeks
Please review the preliminary submittals

Your cost with delivery.....\$4,160.00.....Plus Taxes if applicable

Cade Bleidt
(502) 678-9516
R. L. Craig Company, Inc.
11524 Commonwealth Drive
Louisville, Kentucky 40299
cade@rlcraigco.com

SUBMITTAL

Job Name: City of Middletown

Elevation: (ft) 489

Date: 7/16/2025

Submitted By: Cade Bleidt

Email: cade@rlcraigco.com

Phone: (502)244-1600

R L CRAIG COMPANY INC

11524 COMMONWEALTH DR

LOUISVILLE, KY 40299-2340

US

Phone: (502)244-1600

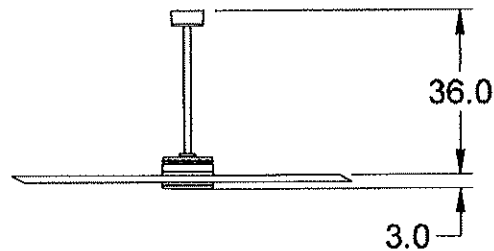
Fax: (502)245-1462

Email Address: cade@rlcraigco.com



P.O. Box 410 Schofield, WI 54476 (715) 359-6171 FAX (715) 355-2399 www.greenheck.com

Model: DC-5-6-3MV
High Volume, Low Speed Ceiling Fan



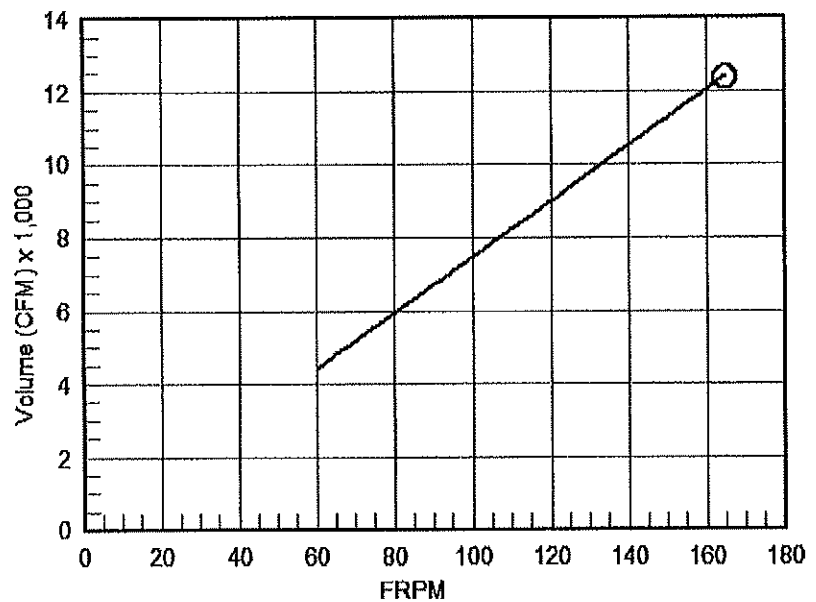
Dimensional	
Impeller Diameter (ft)	6
Impeller Diameter (in.)	72
Quantity	1
Weight w/o Acc's (lb)	26
Weight w/ Acc's (lb)	35

Installation Clearances	
Minimum Fan Spacing (ft)	18
Clearance to Wall (ft)	9
Blade Tip Clearance (ft)	3
Vertical Blade Clearance (ft)	3
Standby Blade Deflection (in.)	0.2

Performance Per Fan	
*Tested Direction of Operation	Forward
Actual Volume (CFM)	12,424
Coverage Area (ft ²)	2,600
Max Coverage Area (ft ²)	2,600
Avg. Air Speed (ft/min)	114
Max Avg. Air Speed (ft/min)	114
Fan RPM	165
Max Fan RPM	165
**CFEI at 40% Speed	-
**CFEI at 100% Speed	-
**Integrated Efficiency (CFM/W)	195.00
Total Sound Pressure (dBA)	39

Fan Operation	
Direction of Operation Capability	Forward or Reverse
Communication Protocol	Modbus RTU

Motor	
Size (W)	50
Voltage/Cycle/Phase	115/60/1
Enclosure	IP40
Max Motor RPM	165
***System FLA (Amps)	1.6
**Standby Power (W)	3
**Input Power (W)	61



○ Operating point
— Fan curve

Notes:

All dimensions shown are in units of in. (unless specified otherwise)
Dimensions shown may vary with fan speed. Consult installation manual for clearance requirements.
dBA – A weighted sound pressure level measured 5 ft off the ground at 20 ft from the center of the fan – dBA levels are not licensed by Energy Star
*Cataloged performance data tested using forward direction of operation per 10 CFR Part 430.
**Based on 115/60/1 testing per 10 CFR 430
***FLA is based on worst case system voltage and phase combination



Model: DC-5-6-3MV

High Volume, Low Speed Ceiling Fan

Standard Construction Features:

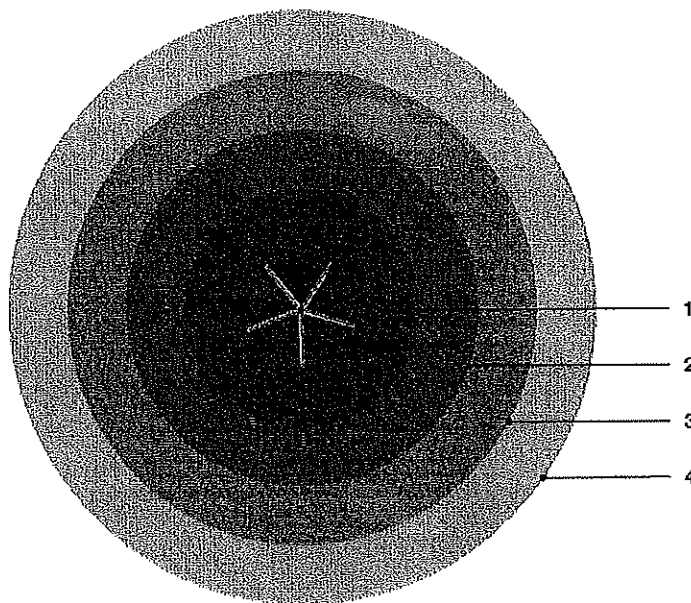
Heavy duty frame with protective finish - Extruded aluminum airfoils - High efficiency direct drive motor designed for either forward or reverse operation - Factory mounted and wired variable frequency drive - Factory installed plug and play wiring - Universal ceiling mount - Heavy duty safety restraint cable - Airfoil retaining systems - Energy Star Certified

Selected Options & Accessories:

5 Blade Airfoil Kit
Extruded Aluminum Airfoil; Mill Finish, No Color
Aluminum Winglet; Hi-Pro Polyester Finish, Flat Black (044) Color
Universal Mounting Kit; Hi-Pro Polyester Finish, Flat Black (044) Color
3 ft Drop Length; Hi-Pro Polyester Finish, Flat Black (044) Color
Hub Plate and Impeller Hub; Hi-Pro Polyester Finish, Flat Black (044) Color
Power Wiring with Quick-Connect Terminals, Internal, General
Plug-and-Play Network Communication Wiring, Internal
100 ft of Shielded, Twisted Pair (STP) CAT-5e Control Cable
Braided Galvanized Steel Safety Cable
Cable Clamp Hardware for Safety Cable
Switch, NEMA-1, Toggle, Shipped with Unit
UL/cUL-507 Listed for Damp Locations
Electrical Warranty: 3 Yrs (Standard)
Mechanical Warranty: 10 Yrs (Standard)

Model: DC-5-6-3MV
High Volume, Low Speed Ceiling Fan

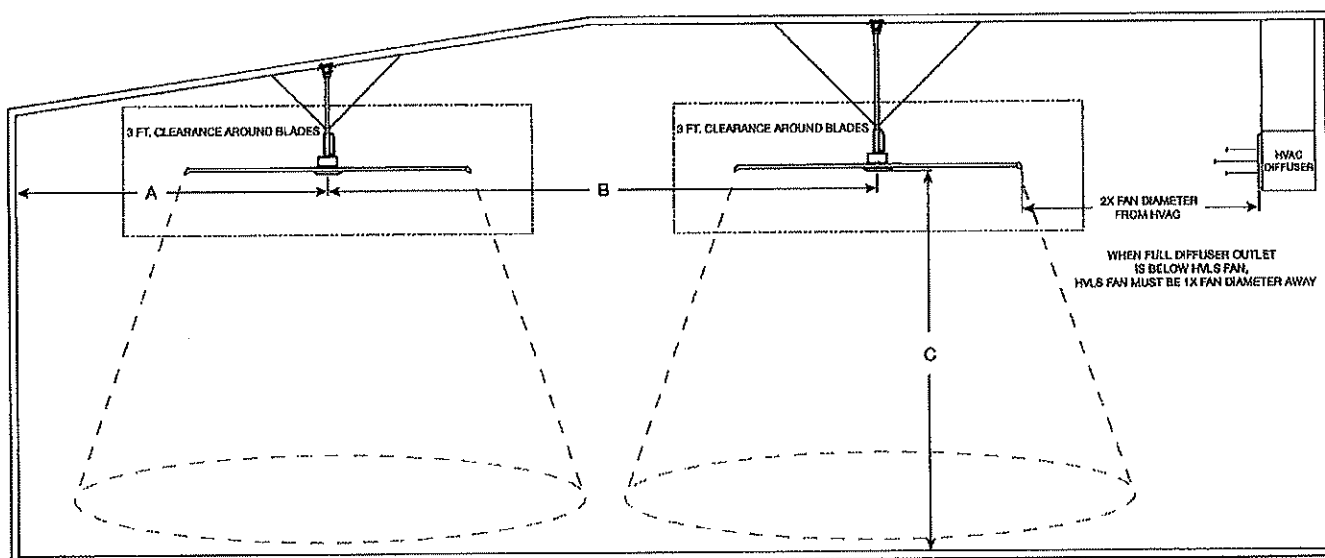
Fan Coverage Data



	Fan Speed (RPM)	Zone 1 375+ FPM Air Speed Radius (ft)	Zone 2 230+ FPM Air Speed Radius (ft)	Zone 3 105+ FPM Air Speed Radius (ft)	Zone 4 <105 FPM Air Speed Radius (ft)	Recommended Coverage Radius Per Fan (ft)
Selected	165	0	0	10	46	29
Maximum	165	0	0	10	46	29

Model: DC-5-6-3MV
High Volume, Low Speed Ceiling Fan

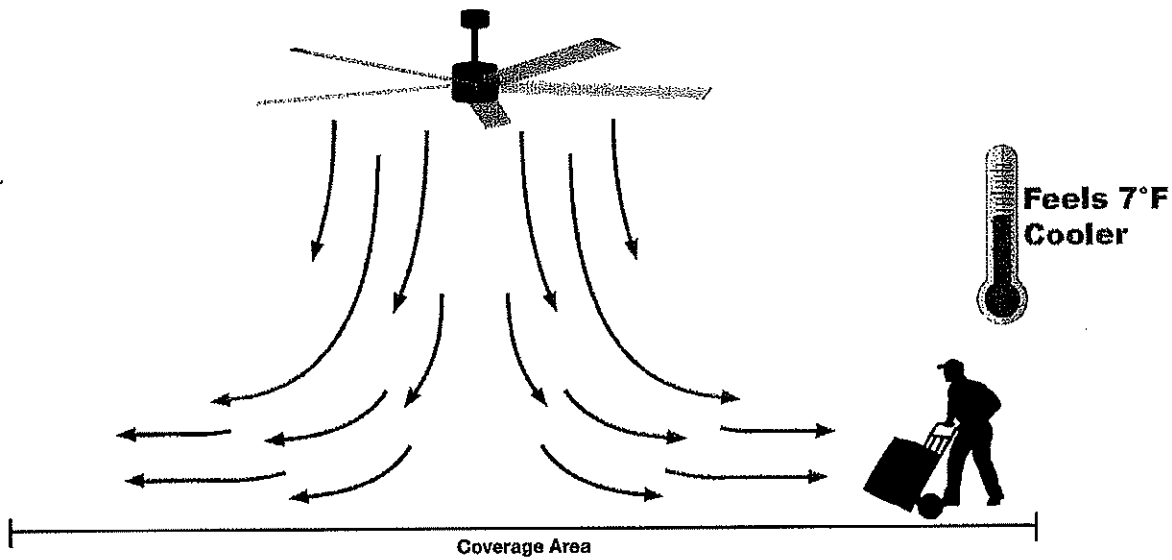
Fan Spacing & Clearances



	A - Clearance to Wall (ft)	B - Fan Spacing (ft)	C - Clearance to Floor (ft)
Minimum	9	18	7

Additional Requirements

Perceived Cooling Effect



Perceived Cooling Effect Based on ASHRAE 55-2017						
Coverage Area Per Fan (ft ²)	Operative Temp. (F)	Relative Humidity (%)	Metabolic Rate	Clothing Level	Avg. Air Speed (ft/min)	Perceived Cooling Effect (F)
2,600	77	60	1.7 Walking	0.57 Pants, Short Sleeves	114	7

Model: DC-5-6-3MV
High Volume, Low Speed Ceiling Fan

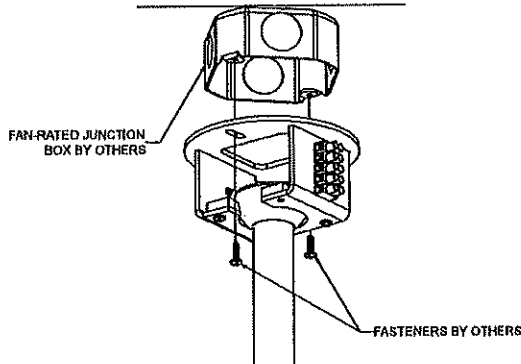
Mechanical Installation Requirements

Selected Mounting Kit: Universal

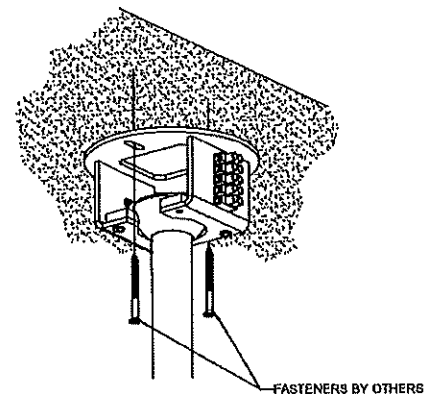
⚠ IMPORTANT: HVLS fans must be mounted to building structure as shown in one of the mounting details on this page. Other mounting methods are not acceptable unless approved by Structural Engineer of Record (SEOR). For complete installation instructions, refer to the installation, operation and maintenance manual (IOM).

⚠ IMPORTANT: Failure to install the fan's safety retention cable and guy wires (if provided) will result in voiding of the fan warranty.

FAN-RATED JUNCTION BOX INSTALLATION



ALTERNATE STRUCTURE INSTALLATION

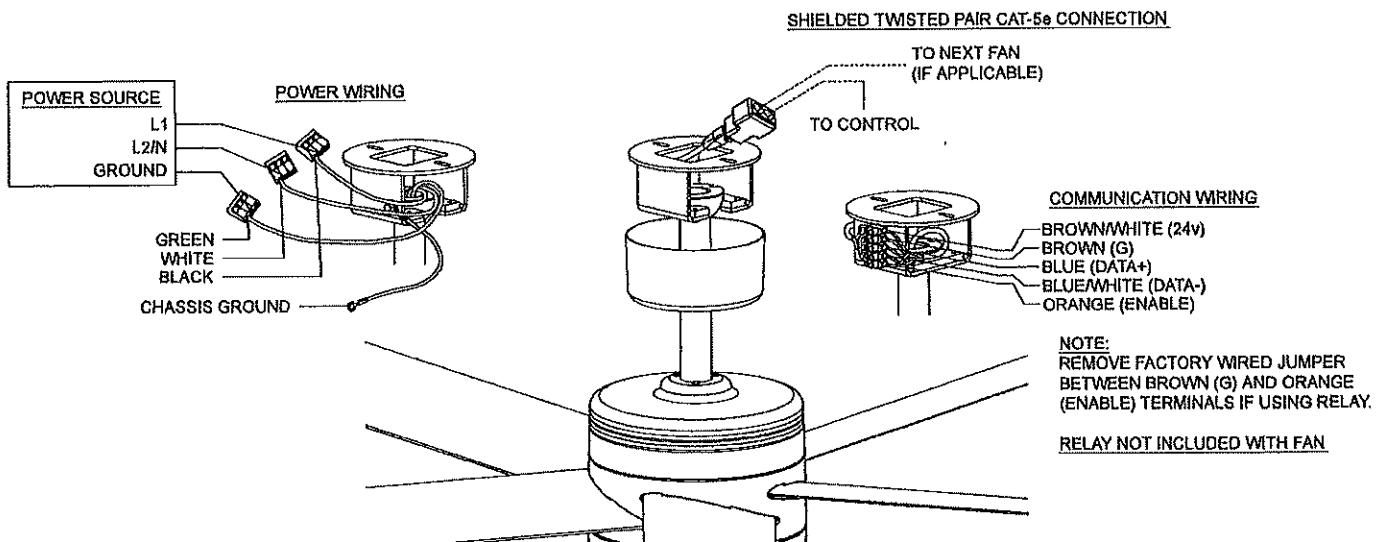


Model: DC-5-6-3MV

High Volume, Low Speed Ceiling Fan

Electrical Installation Requirements

⚠ IMPORTANT: HVLS fans must be installed with the supplied CAT-5e communication cable or shielded, twisted pair (STP) CAT-5e (by others) that complies with the following specifications. Cable must be twisted pair, shielded 26 ga. CAT-5e cable with a drain wire and must be compliant with ISO 11801. Cable must use shielded RJ45 connectors with a soldered drain and wiring configuration must follow EIA/TIA T568B wiring pinout. Individual CAT-5e cable lengths must not exceed 200 ft. In order to prevent network communication issues.



NOTE: If networking multiple HVLS fans to run using a single control source, additional wiring and network modification may be required. Please refer to the fans's installation, operation and maintenance manual (IOM)

Disconnect Switch

Enclosure Rating: NEMA-1

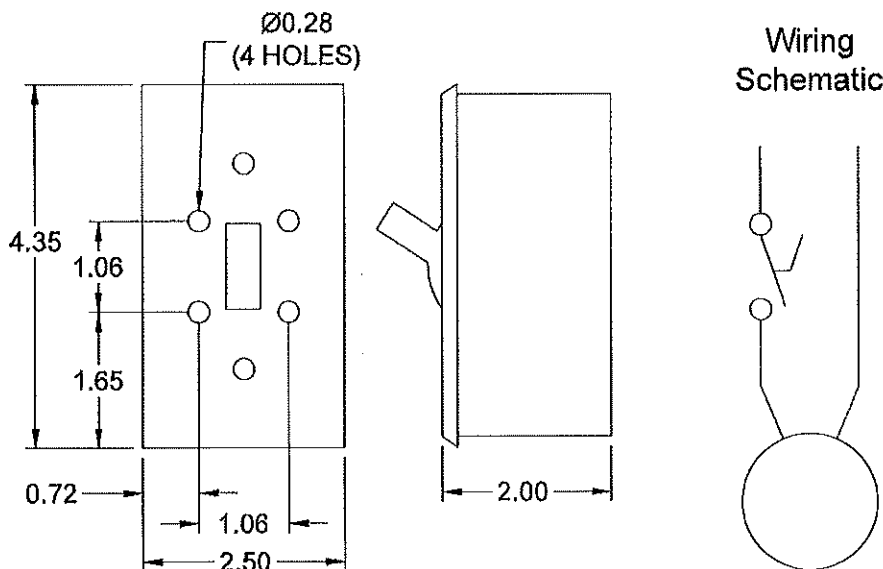
Standard Construction Features:

Enclosure constructed for indoor use to provide a degree of protection to personnel against incidental contact with the enclosed equipment and to provide a degree of protection against falling dust. This enclosure meets the rod entry and the indoor corrosion protection design tests. The rod entry test is intended to simulate incidental contact with enclosure equipment. Enclosure is equipped with provision to lockout in the off position with customer supplied lock.

Disconnect Switch Configuration

Type:	Toggle	Motor Size:	N/A kW	Voltage:	115	UL Listed:	Yes
Manufacturer:	Pass and Seymour	Cycle:	60	Amperage:	15	CSA Approved:	Yes
Overload Protection:	None	Phase:	1	Switch Pole(s):	1	Rating:	1/2 hp
Junction Box Mtg.:	Ship With Unit	RPM:	165	Exp. Resist. Wiring:	None		
Switch Mounting:	Shipped With Unit						

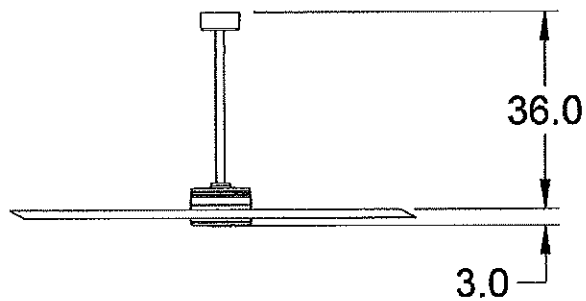
Electrical Drawing Details



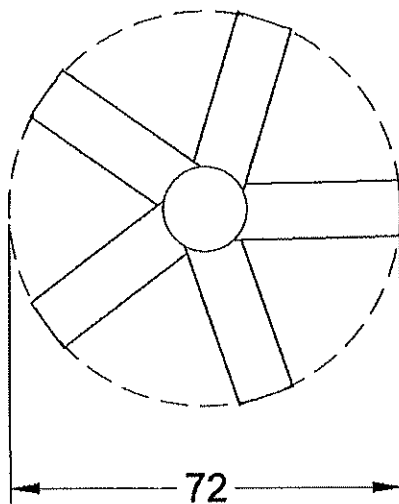
Notes: All dimensions shown are in units of in.
J:\Shane and Mary\DSL 2025 CAPS\City of Middletown.gfc
Generated by: cade@rlcraigco.com

Assembly Drawing

Type: High Volume, Low Speed Ceiling Fan



SIDE VIEW



BOTTOM VIEW

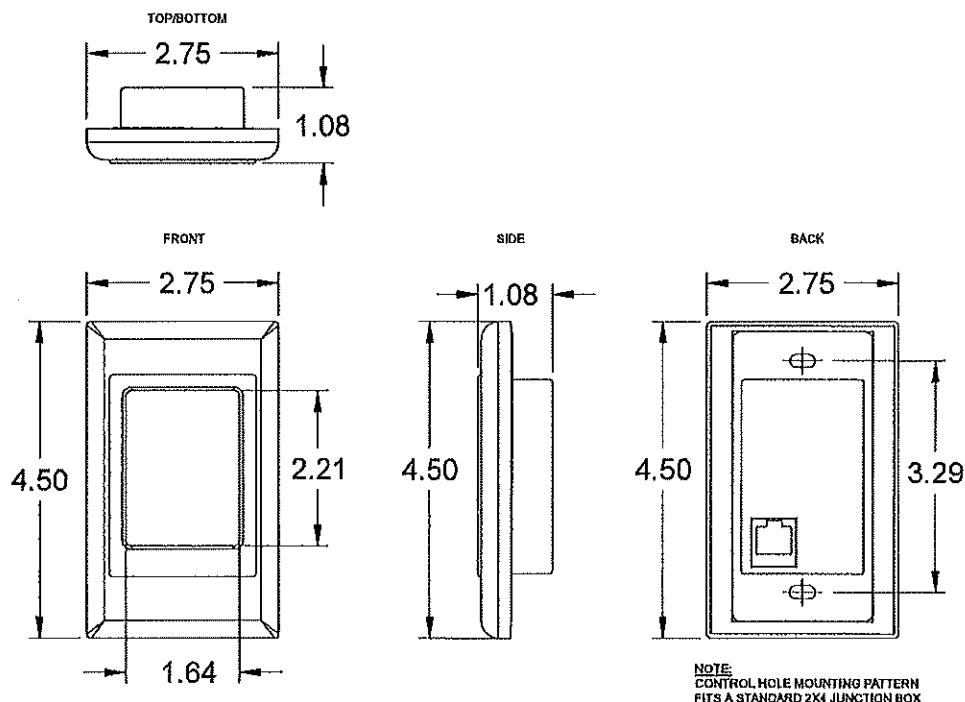
Notes: All dimensions shown are in units of in..

HVLS Fan Controls

Standard Construction Features:

HVLS fan controls are designed for use with Greenheck's high volume, low speed (HVLS) ceiling fan products. Each control is configured for communication with one or multiple HVLS fans via the included RJ45 connector.

Control Type:	Std. Touchscreen
Control Quantity:	1
Fans Per Control:	1
Installation Kit:	N/A
Control Enclosure:	Touchscreen interface with IP40 Front enclosure
Power Supply:	Requires 24V power from fan via shielded, twisted pair (STP) CAT-5e cable
Communications:	Configured for Modbus RTU Communication with HVLS Fan(s) Included RJ45 Receptacle for Plug-and-Play Communication Wiring to HVLS Fans via Shielded CAT-5e Cable (CAT-5e Cable Provided with HVLS Fans)
Fan Operation:	Capable of Operating 1 HVLS Fan



Notes: All dimensions shown are in units of in.

J:\Shane and Mary\DSL 2025 CAPS\City of Middletown.gfcj
Generated by: cade@rtcraigco.com







CITY OF MIDDLETOWN, KENTUCKY
DECLARATION OF SURPLUS EQUIPMENT AND DISPOSITION

WHEREAS, the City of Middletown, Kentucky, is the lawful owner of certain computer equipment no longer suitable for its operational needs; and

WHEREAS, the equipment, which includes MDTs and docking stations, currently operates on Windows 10 and cannot be upgraded. As of October 15th, Windows 10 will no longer be supported by Microsoft, making the equipment incompatible with the communication systems used by the City of Middletown and Louisville Metro; and

WHEREAS, the Spencer County Sheriff's Office has expressed a need for such equipment and is able to utilize it in its law enforcement operations;

NOW, THEREFORE, BE IT DECLARED AND ORDERED:

1. That the above-referenced equipment is hereby declared surplus property and is no longer necessary for City of Middletown operations.
2. That, in accordance with KRS 45A.425(4), which permits the disposal of surplus property to other governmental agencies with or without compensation, the City authorizes the disposition and transfer of the following items to the Spencer County Sheriff's Office:

Surplus Computers and Docking Stations- Spencer County 7/28/25

Computers	Dell	Latitude 5420 Rugged	6YMKTG2
Computers	Dell	Latitude 5420 Rugged	FXMKTG2
Computers	Dell	Latitude 5420 Rugged	50NKTG2
Computers	Dell	Latitude 5420 Rugged	8ZMKTG2
Computers	Dell	Latitude 5420 Rugged	BYMKTG2
Computers	Dell	Latitude 5420 Rugged	HZMKTG2
Computers	Dell	Latitude 5420 Rugged	5ZMKTG2
Computers	Dell	Latitude 5420 Rugged	70NKTG2
Computers	Dell	Latitude 5420 Rugged	F0NKTG2
Computers	Dell	Latitude 5420 Rugged	2ZMKTG2
Computers	Getac	S410	RK303S0069
Computers	Getac	S410	RK303S0068
Computers	Getac	S410	RK303S0066
Computers	Getac	S410	RK303S0065
Computers	Getac	S410	RK303S0067

Docking Station	Havis	Dell-412	29061-0103
-----------------	-------	----------	------------

Docking Station	Havis	Dell-412	29061-0111
Docking Station	Havis	Dell-412	29061-0117
Docking Station	Havis	Dell-412	29061-0118
Docking Station	Havis	Dell-412	29061-0124
Docking Station	Havis	Dell-412	29061-0125
Docking Station	Havis	Dell-412	29061-0066
Docking Station	Havis	Dell-412	29061-0095
Docking Station	Havis	Dell-412	29061-0110
Docking Station	Havis	Dell-412	29061-0116
Docking Station	Gamber-Johnson	7160-0790-00	G23418ABL023
Docking Station	Gamber-Johnson	7160-0790-00	F17918ABL039
Docking Station	Gamber-Johnson	7190-0790-00	J17719ABL007
Docking Station	Gamber-Johnson	7190-0790-00	H34518ABL003
Docking Station	Gamber-Johnson	7190-0790-00	H00919ABL041

3. That this declaration and disposition shall be recorded and maintained in the City's inventory records in accordance with applicable laws and procedures.

APPROVED AND DECLARED this 14th day of August, 2025.



J. Byron Chapman
Mayor, City of Middletown

ATTEST: 

Brittany Veto
City Clerk

Those in Favor 5
Those Opposed 0

CITY OF MIDDLETOWN
MUNICIPAL ORDER NO. 08-14-2025-B
A MUNICIPAL ORDER RELATING TO THE APPOINTMENT OF THE
MEMBERS OF THE CODE ENFORCEMENT BOARD OF THE CITY OF MIDDLETOWN

WHEREAS, the City of Middletown Code Enforcement Board (the "Board") was established by
City Ordinance, and

WHEREAS, vacancies exists on the Board and the City Commission is empowered to appoint
members to the Board, and

WHEREAS, the persons named below is found to possess the necessary qualifications for this
appointment to the Board,

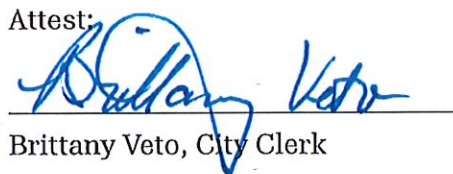
NOW THEREFORE, BE IT ORDERED BY THE CITY OF MIDDLETOWN:

1. That Gary Edelen be and is hereby appointed as a member of the Code Enforcement Board of the City of Middletown, as established by Ordinance with the duties as specified in said ordinance. That the term of office of the person appointed above shall commence on the date hereof and the taking of the Oath as provided in Kentucky Constitution, Section 228, and shall expire on 06/30/2028.

Adopted at a regular meeting of the City Commission on the 14th day of August, 2025


J. Byron Chapman, Mayor

Attest:


Brittany Veto, City Clerk

Those in Favor: 5

Those Opposed: 0

CITY OF MIDDLETOWN
MUNICIPAL ORDER NO. 08-14-2025-C
A MUNICIPAL ORDER RELATING TO THE APPOINTMENT OF THE
MEMBERS OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF
MIDDLETOWN

WHEREAS, the City of Middletown Historic Preservation Commission (the "Board") was established by City Ordinance, and

WHEREAS, vacancies exists on the Board and the City Commission is empowered to appoint members to the Board, and

WHEREAS, the persons named below is found to possess the necessary qualifications for this appointment to the Board,

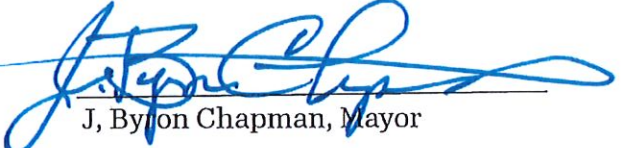
NOW THEREFORE, BE IT ORDERED BY THE CITY OF MIDDLETOWN:

1. That Mark Stigers be and is hereby appointed as a member of the Historic Preservation Commission of the City of Middletown, as established by Ordinance with the duties as specified in said ordinance. That the term of office of the person appointed above shall commence on the date hereof and the taking of the Oath as provided in Kentucky Constitution, Section 228, and shall expire on 06-30-2028.
2. That Tony Bayus be and is hereby appointed as a member of the Historic Preservation Commission of the City of Middletown, as established by Ordinance with the duties as specified in said ordinance. That the term of office of the person appointed above shall commence on the date hereof and the taking of the Oath as provided in Kentucky Constitution, Section 228, and shall expire on 06-30-2028.
3. That J. Mark Flesch be and is hereby appointed as a member of the Historic Preservation Commission of the City of Middletown, as established by Ordinance with the duties as specified in said ordinance. That the te1m of office of the person appointed above shall commence on the date hereof and the


taking of the Oath as provided in Kentucky Constitution, Section 228, and shall expire on 06-30-2028

4. That the duties of the appointed persons shall be those as are established in the City's Historic Preservation Commission Ordinances.

Adopted as a regular meeting of the City Commission on the 14th day of August, 2025


J, Byron Chapman, Mayor

Attest:


Brittany Veto, City Clerk

Those in Favor: 5

Those Opposed: 0

CITY OF MIDDLETOWN
MUNICIPAL ORDER NO. 08-14-2025-D
A MUNICIPAL ORDER RELATING TO THE APPOINTMENT OF THE MEMBERS OF
THE BOARD OF ETHICS OF THE CITY OF MIDDLETOWN

WHEREAS, the City of Middletown Board of Ethics (the "Board") was established by City Ordinance; and,

WHEREAS, a vacancy exists on the Board and the City Commission is empowered by the Code of Ethics to appoint members to the Board; and,

WHEREAS, the person named below is found to possess the necessary qualifications for this appointment to the Board.


NOW THEREFORE, BE IT ORDERED BY THE CITY OF MIDDLETOWN:

1. That Vince Guenthner be and is hereby appointed to the Board of Ethics of the City of Middletown, as established by ordinance with the duties as specified in said ordinance. That the term of office of the person appointed above shall commence on the date hereof and the taking of the Oath as provided in Kentucky Constitution, Section 228, and shall expire on June 30, 2028.
2. That the duties of the appointed person shall be those as are established in the City's Code of Ethics Ordinance.

Adopted at a regular meeting of the City Commission on the 14th day of August 2025.


J. Byron Chapman, Mayor

Attest:


Brittany Veto, City Clerk

Those in Favor: 5

Those Opposed: 0