

**LUDLOW COUNCIL MEETING**  
**MINUTES**

**January 10, 2019**

Mayor Josh Boone called the meeting to order at 7:00 p.m., followed by the Pledge of Allegiance. Laurie Sparks called the roll, which showed the following council members present: Steve Chapman, Tiffany Grider, Bill Whiteley, Chris Wright, Tom Amann and Julie Terry Navarre.

*ALSO ATTENDING:* City Administrator Elishia Chamberlain, City Clerk Laurie Sparks, Fire Chief Mike Steward, Public Works Project Manager Patrick Walkenhorst, Code Enforcement Officer Tom Garner, and Police Chief Scott Smith

**Ceremonial Swearing-In of Mayor and Council**

Former Ludlow Mayor Buddy Waite administered the oath of office of Mayor to Josh Boone and the oath of office of Council to Steve Chapman, Tiffany Grider, Bill Whiteley, Chris Wright, Tom Amann, and Julie Terry Navarre.

**Motion by Mr. Amann, second by Mr. Whiteley, to approve the minutes from the meeting on December 13, 2018. Following a voice vote, motion carried: all ayes.**

**STAFF REPORTS**

Fire Department

Chief Steward discussed the monthly Fire Department report.

Public Works

Mr. Walkenhorst advised that Public Works is prepared for the upcoming snow event. Discussion on issues with obtaining a quote for repairs to the stained glass windows in the council chambers. Discussion on the status of Duke Energy and Northern Kentucky Water District abandoning service at 333 Elm Street.

Code Enforcement

Mr. Garner discussed the status of Code Enforcement cases. Discussion on the status of the property on Hay Street that was recently damaged by fire. Discussion on obtaining bids for the demolition of 107 Elm Street due to structural damage from a fire and the possibility of the City taking ownership of the property. Mayor Boone thanked Mr. Garner for looking into the cost of the demolition, which is estimated to be between \$17,000.00 and \$20,000.00. Discussion on the possibility of purchasing new code enforcement tracking software, which is currently being used by Covington, Dayton, and Independence. Discussion on the use of door hangers as notification of code violations on a property to save on mailing costs and notify the resident directly.

Police Department

Chief Smith thanked residents, Council, and Mayor for their help with wrapping the donated gifts that were delivered by the Police and Fire Departments to 15-19 local families.

Discussion on crime statistics included in the monthly report. Discussion on the status of the purchase of radios through Motorola and the savings the City will receive by purchasing mid-grade radios. Mr. Chapman requested a detailed monthly report of police calls, including statistics on the number and type of calls, when the K-9 unit was used, and when the City received assistance and assisted other agencies. Mr. Amann congratulated the Police Department for reducing crime in the last three years.

### **MAYOR'S REPORT**

Mayor Boone welcomed the new council members. Mayor Boone advised that he met with the department heads and several members of the staff and is looking forward to working with them. Mayor Boone met with Planning and Development Services of Kenton County (PDS) to review the services they provide and discuss the Z-21 master plan to re-zone Kenton County and Historic Preservation Overlay Zone. The Ludlow businesses are working on forming a business council. Mayor Boone advised that he chose not to renew Fred Johnson's contract and is currently looking for someone to serve as city attorney. Discussion on several issues that will need to be discussed by Council, including the Historic Overlay process, parking issues on Montclair Avenue, the status of the pit bull ban, and developing a permit for the Plaza. Mr. Amann and Mr. Chapman will serve on the Finance Work Group. Ms. Terry Navarre would like to serve on the Public Works Work Group. Mayor Boone advised that he will finalize the remaining appointments to the Public Works and Safety Work Groups.

### **CITY ADMINISTRATIVE OFFICER'S REPORT**

Ms. Chamberlain welcomed the new council members. Ms. Chamberlain discussed the outline of her reports and advised that she is open to any suggestions of additions or deletions to the reports. Discussion on an issue with the open financials on the City's website, which Ms. Chamberlain advised will be corrected next week. Discussion on the City's bank accounts and balances. Discussion on the Façade Program and the projects that have been funded or have payments pending; funds are available for possibly two or three more projects. Discussion on the budget reports and several issues with them, including how the delinquent ad valorem tax payments received for all tax years are reflected in the report under the current year. Ms. Sparks and Alice Margolen are working with the tax software company to rectify the issue. Discussion on the possibility of working with a third-party, such as the Civic Club, to develop a newsletter in a new, reader-friendly format. Discussion on an additional \$56,000.00 being required for the Riverfront Commons Project Phase II easement process due to a change in Local Public Agency (LPA) guidelines. The additional amount was not accounted for in the initial application and was not included in the City's budget. Ms. Chamberlain advised that she will meet with the engineer to discuss funding alternatives, such as an in-kind match. Discussion on the status of the Verizon/Metro Franchise Agreement. Discussion on the status of a refund of \$25,000.00 due from Rumpke for overcharging for dumpsters, per the City's contract; the issue will be pursued once a city attorney has been retained. Discussion on working the \$19,500.00 cost of the demolition of Ernie's (333-335 Elm Street) into the budget and plans for the property once the building is razed. Discussion on the possibility of removing salvageable items from the building, such as the bar sign, before the demolition. Discussion

on the Horizon Community Fund steering committee's plans to benefit local cities with their rental programs. Mr. Amann advised that the audit went well, and the City has been doing well with the audits for the past four years. Discussion on the Northern Kentucky Restoration Weekend, which will be held on March 9, 2019, for general residents. The Restoration Weekend is a great resource for information about repairs and improvements to historic homes. Ms. Chamberlain advised that she will reach out to the Park Advisory Committee about their plans to set up a second visioning session for the parks.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

#### *Resolution 2019-1*

Chief Smith advised that parts from the two surplus police vehicles, a 2008 and a 2009 Ford Crown Victoria, have been used to repair other vehicles and he had no estimation of their value. **Motion by Mr. Amann, second by Mr. Chapman, to pass Resolution 2019-1 A Resolution of the City of Ludlow, Kentucky Declaring Property as Surplus and Authorizing the Sale or Disposition of Such Surplus Property. Following a reading of the title of the resolution by Mayor Boone and a roll call vote, motion carried: all ayes.**

Mr. Chapman inquired about the status of the City's lawsuit against Ludlow Youth Football. Mayor Boone advised that it is a priority that will be addressed once a city attorney has been retained. Mr. Chapman requested that citizens wishing to address mayor and council be permitted to speak on any topic and not limited to just agenda items. Mayor Boone advised that he could look into amending the agendas in the future to reflect the change.

### CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

Charlie Hartman of 448 Elm Street congratulated the council members on their election and requested a "Meet the Candidates" night for future elections. Mr. Wright advised that River City News hosted the candidates and there was a "Meet the Candidates" event at the Ludlow Theater before the last election. Mr. Hartman requested a left-turn arrow on westbound Elm Street at the intersection of Adela Avenue because heavy traffic on Elm Street makes it difficult to turn. Ms. Chamberlain advised that the issue would need to be addressed by the State because Elm Street is a state route. Mr. Hartman requested two garbage collections during the week of Christmas. Ms. Chamberlain advised that residents may set out a second trash toter on their regular trash collection day and also have the option of the large item trash collection during the first full week of each month. Mr. Hartman requested an electronic sign in front of the city building for announcements. Discussion on the possibility of the City posting announcements on the electronic signs at Ludlow School and Ludlow Pharmacy. Mr. Hartman advised that it will cost \$100,000.00 to replace the slate roof on his house and expressed concern about whether he would be required to replace his roof with slate because he lives in the proposed Historic Preservation Overlay Zone. Mayor Boone advised that he does not want an overlay zone that is so restrictive that it wouldn't allow residents to replace a slate roof with asphalt. Mr.

Hartman advised that the chimney on the house at 450 Elm Street is starting to tilt and expressed concern that it would fall. Mr. Garner agreed to look into it.

Paul Miller, owner of Circus Mojo and the Ludlow Theater, advised that the "Meet the Candidates" night was not well attended because he had to go through many steps to obtain a special permit for the event. Mr. Miller began to address his frustration with Ms. Chamberlain, but Mayor Boone interrupted him and advised that he did not want to look back into what happened in the past.

### **ANNOUNCEMENTS**

Mr. Chapman thanked everyone for their vote and advised that he has time to devote to the City because he is retired and will always listen to residents. Ms. Grider advised that she is excited to work with everyone and optimistic about the City's future. Mr. Whiteley had no announcements. Mayor Boone is looking forward to working with everyone and announced that Cabin Fever is coming up in February. Mr. Wright appreciated everyone's vote and is excited about working for the City for the next two years. Mr. Amann hoped everyone had a happy holiday and looks forward to working with Mayor and Council. Mr. Amann was pleased to see so many people in attendance and encouraged everyone to attend the regular and caucus meetings. Mr. Amann advised residents that if they see any issues with a property, they should contact Mr. Garner to report them. The call could be anonymous. Ms. Terry Navarre thanked everyone for the opportunity to serve on council and announced that Cabin Fever will be on February 23, 2019.

Mr. Hartman stated that he has known Paul Miller since Mr. Miller attended the high school where Mr. Hartman worked and believes Mr. Miller is a talented person who is dedicated to what he does.

Mayor Boone advised that the regular council meeting in February may need to be rescheduled because it conflicts with the Kentucky League of Cities' City Day/Night event.

**Motion by Mr. Wright, second by Ms. Terry Navarre, to adjourn the meeting at 8:06 p.m.  
Motion carried, all ayes.**

Respectfully submitted,

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Laurie Sparks, City Clerk

Attest: \_\_\_\_\_  
Joshua A. Boone, Mayor