

LUDLOW COUNCIL MEETING
MINUTES

January 8, 2026

Mayor Sarah Thompson 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, Meagan Guthrie, Julie Terry Navarre, Abigail Miller, David Ziegler, and Paula Graszus.

ALSO ATTENDING: City Administrative Officer Scott Smith, City Clerk Laurie Sparks, Fire Chief Mike Steward, Code Enforcement Officer Jamie West, Police Chief Bart Beck

Motion by Ms. Terry Navarre, second by Mr. Chapman, to approve Mr. Ziegler's absence from the council meeting on December 4, 2025. Following a roll call vote, motion carried: all ayes (Mr. Chapman, Ms. Guthrie, Ms. Terry Navarre, Ms. Miller, Ms. Graszus).

Motion by Ms. Guthrie, second by Ms. Terry Navarre, to approve the minutes from the council meeting on December 4, 2025. Following a roll call vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Steward discussed his monthly report and advised that the Fire Department is beginning to conduct the 2026 safety inspections for local businesses, including vacant buildings, in Ludlow and Bromley. Discussion on the status of training for EMTs, firefighters, and high school interns.

Public Works

Mr. Hamant was absent because he was attending his daughter's choir event. Mr. Smith discussed Mr. Hamant's monthly report, including continuing leaf pick up, ordering new items for the business district, and installing a new speed bump in the 400 block of Oak Street. Mr. Hamant is working with the Kentucky Transportation Cabinet to build bump outs at the intersections in the business district. Construction is underway on a new amphitheater, and a new ADA compliant ramp will be installed at Ludlow Memorial Park in the spring. Discussion on the quote from Gerard Roofing to replace the roof at the city building for \$37,000.00.

Code Enforcement

Mr. West advised that there were 157 open code enforcement cases. The property at 419 Hooper Street was recently purchased by the same owner who renovated 233 Oak Street and is working on 36 Euclid Street. Discussion on 28-30 Ash Street, which was in foreclosure and recently sold. Discussion on how the proceeds from a master commissioner's sale are distributed.

Police Department

Chief Beck included the end of year data in his report. Chief Beck will be out of town from February 1st through February 15th; Captain Eastham will be available during that time. Discussion on the status of drafting a towing contract ordinance for the police department.

MAYOR'S REPORT

Mayor Thompson encouraged Ludlow residents to attend the Behringer Crawford Museum's Happy Holly Days at no cost on Saturday, January 10, 2026, from 10:00 a.m. until 5:00 p.m. Coffee and Cocktails with the Mayor will be on January 21, 2026, at 6:30 p.m. at Second Sight Spirits. After a further review of the City's policies, Mayor Thompson determined that the full-time community center coordinator position is an expansion of an existing position. The current part-time community center coordinator will transition to a full-time role. Mayor Thompson thanked Mr. West for spearheading and coordinating the council chambers update project and thanked Mr. Smith and Mr. Hamant for helping to move the project forward. Mayor Thompson thanked Andy Wartman and the Ludlow Heritage Museum for providing historical Ludlow items for the new showcase at the back of the council chambers. The previously displayed items will be on display at the Museum. The exhibits will be rotated biannually to highlight the community's heritage. Mayor Thompson congratulated Mr. Smith on earning his Certificate of Public Leadership from Campbellsville University. Mayor Thompson reiterated her commitment to continuing to push the community forward with projects that benefit the entire community and hopes the community takes notice of the professionalism and dedication of everyone who serves the city. In response to Ms. Miller's question, Mayor Thompson confirmed that the City will not be accepting applications for the community center coordinator position because it is not a vacant position; Jenny McMillen will transition to a full-time role.

Mr. Grote requested council's input regarding setting dates and times for the committee meetings and who will serve on each committee. Discussion on whether the council committee meetings should be held during the day, during the caucus meeting, or as a separate meeting in the evening. Mr. Grote advised that minutes of each meeting would be taken by the presiding officer of each committee. No final action will be taken at any committee meeting, and any spending must be approved by council. Ms. Guthrie requested hybrid committee meetings to allow residents to attend virtually.

CITY ADMINISTRATOR'S REPORT

Mr. Smith discussed various projects and thanked everyone for their work on each. Mr. Smith advised that he would like people to know that everybody is chipping in to get everything done and it is saving the City money. Discussion on construction of the amphitheater and the progress of the installation of the riverwalk behind the football field, which will continue behind Spati along the river. Mr. Smith advised that he, along with Will Weber of Southbank and Senator Chris McDaniel, have been working with the governor's officer to make Ludlow an opportunity zone, which will incentivize developers to build due to tax breaks. If approved, it would go effect in July 2026. Discussion on working with KLC to redesign a new website for the City that should be up by March. Discussion on working with the Northern Kentucky Area Development District (NKADD) to select a new city treasurer. Out of eleven applicants, NKADD interviewed ten and recommended the top three to move forward with a second interview. Mayor Thompson, Mr. Smith, and Mr. Chapman interviewed the top three candidates and selected Wayne Harris. Mr. Smith advised that the concrete work on the riverwalk behind the stadium is complete and it is open, but there are still a lot of upgrades to go before the project is finished. Discussion on the status of setting up a meeting with business owners, which should occur by the third week of January; council members will be invited to attend.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Municipal Order 2026-1

Mr. Grote read Municipal Order 2026-1 *A Municipal Order Approving the Mayor's Appointment of Marshel Wayne Harris to the Position of City Treasurer in the City of Ludlow, Kentucky.* The City contracted with an accountant, Patty Edgley, who will work with Mr. Harris initially. Mr. Harris introduced himself to council and discussed his background and qualifications. **Motion by Mr. Chapman, seconded by Ms. Terry Navarre, to approve Municipal Order 2026-1.** Following a roll call vote, motion carried: four ayes, two nays (Ms. Miller and Mr. Ziegler).

First Reading of Ordinance 2026-1

Mr. Grote completed the first reading of Ordinance 2026-1 *An Ordinance of the City of Ludlow, in Kenton County, Kentucky, Adopting an Amended Comprehensive Pay Plan for the Non-Elected City Officers and Employees of the City of Ludlow, in Accordance with KRS 83A.070(2).*

Resolution 2026-1

Mr. Grote read Resolution 2026-1 *A Resolution Appointing a Representative and an Alternate Representative to the Planning and Development Services Council for the Year 2026.* The resolution appoints Mayor Thompson as the City's representative and Mr. Chapman as the alternate. **Motion by Ms. Terry Navarre, seconded by Ms. Guthrie, to approve Resolution 2026-1.** Following a roll call vote, motion carried: four ayes, two nays (Ms. Miller and Mr. Ziegler).

Resolution 2026-2

Mr. Grote read Resolution 2026-2 *A Resolution Reappointing Randy Lillard as the Representative for the City of Ludlow on the Kenton County Joint Code Enforcement Board.* **Motion by Ms. Terry Navarre, seconded by Ms. Graszus, to approve Resolution 2026-2.** Following a roll call vote, motion carried: five ayes. Ms. Miller announced she would abstain from voting; Mayor Thompson advised that Ms. Miller was not permitted to abstain and that the issue had been discussed previously. Mr. Grote advised that abstention is not a vote. Ms. Miller refused to vote.

ANNOUNCEMENTS

Mr. Chapman and Ms. Guthrie wished everyone a Happy New Year. Ms. Terry Navarre announced that Ludlow School will be having a Book Fair on January 20-23, 2026. Shannon Adcock, the library director, will be hanging signs around the city requesting that residents who can donate money to the Book Fair Fund to provide books for children who do not have money to purchase books. Mr. Ziegler advised that he contacted State Representative Stephanie Dietz regarding issues with Sleepy Hollow Road. Mr. Ziegler thanked Ms. Dietz for getting back with him quickly and contacting the Transportation Cabinet who had the road paved within ten days. Ms. Graszus wished everyone a Happy New Year and announced that there will be a Chili Cook-Off with participating area businesses on January 18, 2026, from 1:00 p.m. to 3:00 p.m.

Motion by Ms. Terry Navarre, seconded by Ms. Graszus, to adjourn the meeting at 7:51 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____

Sarah Thompson, Mayor