

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

**January 9, 2020**

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 Attorney Kyle Winslow, City Administrator/Police Chief Scott Smith, City Clerk Laurie Sparks, Fire Chief Mike Steward, Public Works Director Shane Hamant, and Code Enforcement Officer Tom Garner

Mayor Boone administered the Oath of Office of Police Officer to Dallas Damron.

**Presentation of the 2018-2019 Audit**

John Chamberlin of Van Gorder, Walker & Co., Inc. presented and discussed the audited financial statements for fiscal year 2018-2019. The City's action plan has resulted in ending the fiscal year 2019 with a fund balance of \$654,000.00 compared to a balance of \$24,000.00 at the end of the fiscal year 2018.

**Motion by Ms. Grider, second by Ms. Terry Navarre, to approve the minutes from the council meeting on December 12, 2019. Following a voice vote, motion carried: all ayes.**

**At Mayor Boone's request, motion by Mr. Amann, second by Mr. Wright, to amend the agenda to add Resolution 2020-3 to execute the sale of 333-335 Elm Street and Resolution 2020-4 to approve a contract with Bromley to provide them with ALS (Advanced Life Support) and BLS (Basic Life Support). Following a voice vote, motion carried: all ayes.**

**STAFF REPORTS**

**Fire Department**

Chief Steward discussed his monthly report along with a review of last year's statistics for Fire & EMS runs. Discussion on a recent issue with a gas leak in front of 25 Euclid Avenue. Discussion on the need to repair or replace a cardiac monitor because it is no longer manufactured or supported by the FDA. The Fire Department is currently borrowing a monitor from Ft. Wright.

**Public Works**

Mr. Hamant discussed his monthly report. Mr. Hamant thanked Sgt. Eric Love for cleaning up a mess in the rail viewing station elevator made by kids after hours. Discussion on upcoming projects and training. Mr. Hamant has been obtaining bids for replacement of part of the municipal building roof.

**Code Enforcement**

Mr. Garner discussed issues with the Comcate system that tracks code enforcement violations and is still working with the company to get the issues corrected. There are no new applications for the Urban Design Review Board (UDRB). The UDRB will discuss revising the historic guidelines at its next meeting on January 16, 2020. Discussion on the issue of signs on utility poles in the right-of-way and ways to discourage people from posting them. Rental license applications

will be mailed out in March. Mr. Garner advised that he will begin looking for violations in January and notify the owners to give them enough time to correct the issues before it's time to renew the licenses. Mr. Garner thanked the Police and Fire Departments for communicating property issues to him.

### **COUNCIL COMMITTEE REPORTS**

*Finance* – The Committee met recently to review the November bank statements, and everything appeared to be in order. To save money, the City purchased tablets for Mayor and Council to use for meetings instead of paper packets.

*Public Works* – The Committee will meet during the week of January 13<sup>th</sup>.

*Safety* – The Committee did not meet.

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

Chief Smith stated that in March 2019, the City's General Fund balance was \$85,000.00 with \$300,000.00 due in monthly expenses. Chief Smith advised that Ms. Sparks, Alice Margolen, and Sharon Whiteley worked to collect \$586,443.00 in franchise fees. The City has also collected \$218,032.00 in delinquent taxes and liens. The developers of the Ludlow Yards Project will give a presentation at the caucus meeting on January 23, 2020. There has been a lot of turnover in the past year with fifteen employees no longer with the City that worked for the City in 2019; however, services have not faltered. Discussion on continuing to build a positive relationship with Bromley. The City will sign over the Ernie's building (333-335 Elm Street) to a local developer who will restore the building with a storefront on the first floor and apartment on the second floor. Discussion on improvements to the Ludlow Community Center, which is managed by a part-time employee. The senior citizens still meet at the Center and the Center is available for event rentals. Discussion on the status of the Historic Overlay Zone; the relocation of the Heritage Museum to the Public Works building; and the Ludlow Youth Football (LYF) lawsuit settlement that has improved the relationship between the City and LYF. Discussion on the status of the next phase of the Riverwalk. Discussion on the status of potential development along the river at the west end of the city. There were 525 people who attended Beyond the Curb and 156 people who attended the Ludlow Day at Holiday Toy Trains at the Behringer Crawford Museum.

### **MAYOR**

Mayor Boone discussed the Ludlow Yards project, which has changed from an apartment complex style development to single-family style homes with garages. The public is encouraged to attend the project presentation at the caucus meeting on January 23, 2020.

### **CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL**

None

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

#### **Resolution 2020-1**

**Motion by Mr. Amann, second by Ms. Chapman, to approve Resolution 2020-1 A Resolution Re-Appointing Members to Serve on City of Ludlow Boards. Following a voice vote, motion carried: all ayes.**

Resolution 2020-2

**Motion by Ms. Terry Navarre, second by Mr. Wright, to approve Resolution 2020-2 A Resolution Appointing A Representative and an Alternate Representative to the Planning and Development Services Council for the Year 2020. Following a voice vote, motion carried: all ayes.**

Resolution 2020-3

**Motion by Ms. Grider, second by Mr. Whiteley, to approve Resolution 2020-3 A Resolution of the City Council of the City of Ludlow, in Kenton County, Kentucky to Execute Purchase Contract and Development Agreement (for 333-335 Elm Street). The developer will board up the windows and replace the roof immediately and has requested 18 months of time to start construction on the renovation. Following a voice vote, motion carried: all ayes.**

Resolution 2020-4

**Motion by Mr. Amann, second by Ms. Terry Navarre, to approve Resolution 2020-4 A Resolution Approving the Fire Protection, Advanced Life Support and Basic Life Support Services Agreement to provide services to the City of Bromley for a period of two-years. Following a voice vote, motion carried: all ayes.**

ANNOUNCEMENTS

Mr. Amann wished everyone a Happy New Year and stated that he is looking forward to working with everyone this year.

**Motion by Ms. Grider, second by Mr. Chapman, to adjourn the meeting at 8:08 p.m. Following a voice vote, motion carried: all ayes.**

Respectfully submitted,

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Laurie Sparks, City Clerk

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