

LUDLOW COUNCIL MEETING
MINUTES

November 9, 2023

Scott Smith called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. **Motion by Ms. Terry Navarre, second by Ms. Frank, to allow Councilmember Abigail Miller to preside over the council meeting in Mayor Chris Wright's absence. Following a roll call vote, motion carried: all ayes.** Laurie Sparks called the roll, which showed the following council members present: Steve Chapman, Lori Davenport, Ari Knight, Samantha Frank, Julie Terry Navarre, and Abigail Miller.

ALSO ATTENDING: City Attorney Todd McMurtry, City Administrative Officer/Police Chief Scott Smith, City Clerk Laurie Sparks, Fire Chief Mike Steward, Public Works Director Shane Hamant, Code Enforcement Officer Jamie West

Motion by Mr. Chapman, second by Ms. Knight, to approve the minutes from the council meeting on October 12, 2023. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Steward discussed his monthly report. The Fire Department hosted Ludlow Elementary students for October Safety Month. The Fire Department is beginning to recruit interns and volunteers. Discussion on a drone that was donated by BP Pipelines that can be used to assist the Police Department, Public Works, and Code Enforcement.

Public Works

Mr. Hamant met with Sanitation District No. 1 representatives on-site to review the water pollution prevention plan. The planting of the orchard at Jackson Park is scheduled for November 12, 2023, from 1:00 p.m. until 3:30 p.m. Tools and gloves will be provided for anyone who would like to volunteer to help. The concession and restroom building at Ludlow Park has been winterized. Anyone who would like to request a leaf pick up should email Mr. Hamant at shamant@ludlow.org.

Code Enforcement

Mr. West discussed the status of Code Enforcement cases and rental licenses. The Urban Design Review Board issued a certificate of appropriateness for the replacement of an asphalt roof at 19 Locust Street with a metal roof. Mr. West presented photos of six examples of properties with ongoing code violations. Chief Smith discussed the photos and recent discussions about code enforcement on Facebook. Mr. West advised that compliance is the number one goal. Discussion on the notification and citation process for code violations.

COUNCIL COMMITTEE REPORTS

Finance – Mr. Chapman advised that the Committee plans to have a long-term debt report by the next council meeting.

Parks and Recreation – Ms. Davenport is looking into the possibility of making the celebration of the Friendeuro cycling event bigger next year. Ms. Knight advised that she is looking into the possibility of creating an open-air compost at Jackson Park. Mr. Chapman expressed concerns

about people dumping garbage in the compost area like they did with the recycling bins years ago on Lagoon Street.

Public Works/Code Enforcement – Ms. Terry Navarre met with Mr. West last week and discussed the number of vacant properties in the city and reviewed vacant property ordinances in other cities. Currently, there are approximately twelve truly vacant properties in the city. The Committee plans to meet with Mr. Hamant on December 12, 2023.

CITY ADMINISTRATIVE OFFICER'S REPORT

Chief Smith, Mayor Wright, and developers for the project on the west end had a very promising meeting with the Ludlow Vets recently. Work has begun on the Fischer Development project and the City has hired an engineer to review the project. Chief Smith walked the site with the engineer earlier in the day and talks to him on a daily or weekly basis about the project status. Anyone who has questions about the development should contact Chief Smith directly.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

Cindy Jones, Highway Avenue, requested that the City consider eliminating the requirement of residents stating their address before addressing Mayor and Council. Discussion on concerns about the potential for water runoff from the construction site. Chief Smith advised that Fischer is following specific steps during the development to prevent issues from happening and advised that there is a citizen committee that meets quarterly to review the project.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS

Ms. Terry Navarre encouraged people to volunteer to help plant twenty trees in Jackson Park on Sunday, November 12, 2023. The Ludlow Historic Society is hosting a Ludlow Trivia Night at Bircus on November 14, 2023, from 6:30 p.m. until 9:30 p.m. The Christmas Parade will be on Saturday, December 9, 2023, beginning at 5:45 p.m. and proceeding down Oak Street to Bromley and back up Elm Street to the Ludlow Plaza for a celebration following the parade. Ms. Knight inquired why the caucus meetings are not recorded. Caucus meetings are not required to be recorded because no action is taken. Ms. Knight inquired why the regular council meetings are not broadcast live. Ms. Sparks advised that a representative of the Telecommunications Board of Northern Kentucky (TBNK) had visited the city building to look at what needs to be done to allow for a live broadcast, but no further action has been taken by TBNK. Ms. Frank inquired about the status of the recent survey of businesses. Chief Smith stated that he recently sent out a reminder to everyone to return their surveys to him. Ms. Miller thanked Ms. Knight for her time on council.

Motion by Mr. Chapman, second by Ms. Knight, to adjourn the council meeting at 7:34 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Ludlow City Council

Attest: _____

Chris Wright, Mayor