

LUDLOW SPECIAL COUNCIL MEETING
MINUTES

February 15, 2018

Mayor Kenneth Wynn 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: Bill Whiteley, Jordan Scheid, Josh Boone, Matt Williams, and Tom Amann. (John Gaiser was absent.)

ALSO ATTENDING: Attorney Fred Johnson, City Administrator Elishia Chamberlain, City Clerk Laurie Sparks, Fire Chief Rob Dreyer, Public Works Project Manager Patrick Walkenhorst, Code Enforcement Officer Tom Garner, and Police Lieutenant Bart Beck

Motion by Mr. Amann, second by Mr. Scheid, to approve the minutes from the meeting on January 11, 2018. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Dreyer advised that he hosted the Fire Chief's meeting earlier that day. Discussion on an update regarding the disposal of chemicals from the plant on Sandbank Road.

Public Works

Mr. Walkenhorst advised that the first new Ludlow entry sign was installed near the Underpass. Mr. Walkenhorst thanked Mayor Wynn, the Winkle brothers for the design, and Southbank for the donation of the signs. Two additional signs will be installed at Sleepy Hollow and at the west end of Elm Street. Discussion on the status of Riverfront Commons, Phase II.

Code Enforcement

Mr. Garner gave an update of the Code Enforcement cases. Rental license applications will be sent out in March and are due by April 15, 2018. Last year, there were approximately 400 rental properties. There has been an increase in owner-occupied properties.

Police Department

Chief Smith submitted his report to Council. Discussion on the new parking tickets. Mr. Amann suggested that Council may need to amend the parking ordinance regarding violations, such as increasing the fine for parking illegally in a handicap parking space. Ms. Chamberlain advised that discussion regarding the parking ticket should resume when Chief Smith returns.

MAYOR'S REPORT

At Mayor Wynn's request, Mr. Scheid and Mr. Boone agreed to serve on a temporary communications committee regarding OpenGov.

COUNCIL WORK GROUP REPORTS

Finance—Mr. Amann and Mr. Boone met on January 16, 2018, to review the December bank statements and everything appeared to be in order. They will meet on February 20, 2018, to review the bank statements and invoices from the Municipal Lot project.

Public Works—Mr. Scheid thanked Public Works for doing a great job keeping the streets clear of snow.

Safety—No report.

CITY ADMINISTRATIVE OFFICER'S REPORT

Ms. Chamberlain advised that she will review several possible grant opportunities. Ms. Chamberlain will meet with Rhonda Chisenhall of the Community Action Commission to discuss new programs that will attract younger seniors to the Senior Center. Discussion on working with Pat Wingo of Tri-Ed, who will be developing a site plan for the rail property on Poplar Street that could be used for marketing. Tri-Ed will also be assisting with the railroad property on Carneal Street. Discussion on paring down some unused City accounts to make the City's accounting more streamlined. Ms. Chamberlain will work with Lt. Beck to obtain information about the types of citations being issued by Police. Ms. Chamberlain attended the Kentucky City/County Management Association Conference last week and discussed several highlights from the conference. Discussion on the status of Ernie's. Ms. Chamberlain advised that plans are still being accepted for the Ernie's property; the committee may begin reviewing plans in March.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution 2018-2

Motion by Mr. Amann, second by Mr. Williams, to pass Resolution 2018-2 A Resolution of the City of Ludlow Authorizing: (1) The Revocation of the City's Certified Participation in the State's Telecom Distribution Fund Established Pursuant to KRS 136.650 Et Seq.; (2) The Reestablishment, Imposition and Collection of the City's Local Franchise and/or License Fees Charged or That May Be Charged Providers for Utilization of the City's Rights-of-Way, as Authorized Under Sections 163 and 164 of the Kentucky Constitution; and (3) The Giving of Notice of Such Revocation and Reestablishment, Imposition and Collection of Franchise and/or License Fees to the Kentucky Department of Revenue and to Cable and Communications Service Providers Through the Telecommunications Board of Northern Kentucky. Following a reading by Mr. Johnson and roll call vote, motion carried: 4 ayes, 1 abstain (Mr. Whiteley).

Handicap Parking Space Appeal—544 Oak Street

Mr. Garner advised that the property at 544 Oak Street has off-street parking in the rear; however, the applicant would be required to go up steps to enter the house. **Motion by Mr.**

Amann, second by Mr. Scheid, to approve the installation of a handicap sign at 544 Oak Street given the parking situation and a letter from the applicant's doctor advising that she could not climb stairs. Following a roll call vote, motion carried: all ayes.

Vote to Approve the Audited Financial Statements for Fiscal Year 2016-2017

Motion by Mr. Scheid, second by Mr. Whiteley, to approve the audited financial statements for fiscal year 2016-2017. Following a voice vote, motion carried: all ayes.

Vote to Approve a Request to Block Off a Portion of Oak Street for a Fundraiser

Discussion on a request from Christie Bricking of EmPower Studio, LLC, to approve a block party on May 26, 2018. The event will be a pre-Memorial Day celebration to help raise money for the Vets to engrave the names of veterans on the Memorial in Ludlow Park. Mr. Amann advised that St. James Parish Council met and approved the event. The Fire Department and Police Department did not have an objection to the event. **Following discussion and a voice vote, Council voted to approve Ms. Bricking's request to block off the 300 block of Oak Street on May 26, 2018, from 5:00 p.m. until 9:00 p.m. for the fundraiser event.**

First Reading of Ordinance 2018-1

Motion by Mr. Amann, second by Mr. Whiteley, to introduce Ordinance 2018-1 *An Ordinance Adopting a Zoning Text Amendment Pertaining to Sign Regulations in the City of Ludlow, Kentucky as Proposed by the Text Amendments and Recommendations of the Planning and Development Services of Kenton County, Kentucky. Said Recommendations are Attached Hereto as Exhibit "A" for a first reading.* Mr. Johnson completed the first reading of Ordinance 2018-1.

First Reading of Ordinance 2018-2

Motion by Mr. Williams, second by Mr. Boone, to introduce Ordinance 2018-2 *An Ordinance Adopting a Mini Cell Tower Franchise Fee. Said Master License Agreement for Wireless Communications Facilities in the Right-of-Way is Attached Hereto as Exhibit "A" for a first reading.* Mr. Johnson completed the first reading of Ordinance 2018-2.

ANNOUNCEMENTS

Mr. Williams invited everyone to attend the Cabin Fever Music & Arts Festival on February 24, 2018, from 4:00 p.m. until midnight. The event will feature 31 bands, 16 art venues, breweries, and food trucks. Tickets for the event are \$20.00 in advance and \$25.00 day of show to see all of the bands. The art venues are free.

Motion by Mr. Scheid, second by Mr. Boone, to adjourn the meeting at 7:36 p.m. Motion carried, all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Kenneth Wynn, Mayor