

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

**March 9, 2017**

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, Tom Amann, and John Gaiser.

*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 Chief Scott Smith

**Presentation of Parking Study and Text Amendment**

Alex Koppelman of Planning and Development Services of Kenton County (PDS) gave a presentation on the recent parking study and proposed text amendment pertaining to the Neighborhood Commercial (NC) Zone. The study focused on the 200 and 300 blocks of Elm Street. Discussion on the possible options regarding parking restrictions and requirements.

**Motion by Mr. Amann, second by Mr. Whiteley, to approve the minutes from the meetings on January 18, 2017, and January 19, 2017. Following a voice vote, motion carried: all ayes.**

**STAFF REPORTS**

Fire Department

Chief Dreyer discussed his monthly report. The Fire Department has almost completed the semi-annual business inspections. Northern Kentucky Water District plans to replace 35-40 fire hydrants throughout the city. Discussion on the timeline for the new emergency dispatch system.

Public Works

Mr. Walkenhorst discussed his monthly report. Discussion on the need to purchase an asphalt hot box and the savings over continuing to purchase cold patch for repairs.

Code Enforcement

Mr. Garner discussed his monthly report. A new rental license form has been created and will be sent out to the appropriate property owners along with a letter explaining the changes. Discussion on the vacant property list and the process to register vacant property with PDS. Mr. Amann discussed the possibility of the City taking foreclosure action on properties that have been vacant for five years or more. Discussion on mass foreclosure.

### Police Department

Chief Smith discussed his monthly report. Discussion on the Police Department's zero tolerance on drugs. The next Citizen's Police Academy will be held in conjunction with Ft. Wright Police Department beginning on May 2, 2017, and continue for five weeks.

### MAYOR'S REPORT

Mayor Wynn advised that Kenton County has hired Pat Wingo to assist with economic development and will be working with all of the Kenton County cities. Construction on Phase I of Riverfront Commons will begin within thirty to sixty days.

### COUNCIL WORK GROUP REPORTS

Finance—Mr. Amann and Mr. Boone met on February 15, 2017, and reviewed the November and December bank statements.

Public Works—Mr. Scheid and Mr. Williams met with Mr. Walkenhorst and toured the public works facility. Mr. Williams advised that the City has needed to purchase an asphalt hot box for some time.

Safety—Mr. Whiteley advised that he and Mr. Gaiser have not had an opportunity to meet with Chief Dreyer or Chief Smith, but will plan their quarterly meeting soon.

### CITY ADMINISTRATOR'S REPORT

Ms. Chamberlain discussed her monthly report, including the status of the plans for the train viewing platform and municipal parking lot. The project will hopefully be completed by December. The Northern Kentucky Restoration Weekend begins on Friday, March 10, 2017, and is open to the public on Saturday, March 11, 2017. Discussion on the reasons why the City doesn't use a line item budget; discussion on the five layers of accountability and transparency.

### CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None

### UNFINISHED BUSINESS

None

### NEW BUSINESS

#### Resolution 2017-3

**Motion by Mr. Williams, second by Mr. Scheid, to pass Resolution 2017-3 A Resolution Approving the Purchase of an Asphalt Hot Box in the Amount of \$22,928.00.** Mr. Gaiser advised that he would not vote in favor of the resolution because he is not familiar with an asphalt hot box. **Following a roll call vote, motion carried: 5 ayes, 1 no (Mr. Gaiser).**

#### Vote to Approve Ludlow PTO's Request to Block Off Streets for the May Festival

**Motion by Mr. Amann, second by Mr. Gaiser, to approve Ludlow PTO's request for permission to block off the 100 block of Adela Avenue and the 500 block of Oak Street from 5:00 p.m. on May 4, 2017, through May 6, 2017, for the May Festival. Following a voice vote, motion carried: all ayes.**

First Reading of Ordinance 2017-1

**Motion by Mr. Amann, second by Mr. Williams, to introduce Ordinance 2017-1 An Ordinance Amending Section 11.0 of Chapter 156 of the City of Ludlow Code of Ordinances to Establish Exemptions for Off Street Parking for a first reading.** Mr. Johnson completed the first reading of Ordinance 2017-1.

Resolution 2017-4

**Motion by Mr. Williams, second by Mr. Whiteley, to pass Resolution 2017-4 A Resolution of the City of Ludlow, Kentucky Formulating a Policy for Tobacco Smoke-Free Parks. Following a roll call vote, motion carried: all ayes.**

ANNOUNCEMENTS

Mr. Whiteley encouraged everyone to attend the Fish Fry every Friday at the Knights of Columbus (K of C) and the St. Patrick’s Day party at the K of C on March 17, 2017. Mr. Scheid encouraged everyone to attend the Mayor’s Chili Cook Off at the Ludlow Senior Center on March 10, 2017. Mr. Boone reminded everyone about the Northern Kentucky Restoration Weekend at the Gateway Campus in Covington on March 11, 2017, which is a great resource for people rehabbing their homes. Mayor Wynn encouraged everyone to attend the Shop Ludlow event on March 18, 2017; approximately ten Ludlow businesses will participate, including a new store that recently opened, My Mother’s Daughter. Mayor Wynn advised that the Civic Club is hosting the Memorial Day Parade; Senator Chris McDaniel will be the guest speaker. Mr. Williams encouraged everyone to attend the Shop Ludlow Day on March 18, 2017. Mr. Amann thanked the citizens present at the council meeting for attending the meeting.

**Motion by Mr. Boone, second by Mr. Amann, to enter into executive session pursuant to KRS 61.810 (1)(c) for discussions of proposed or pending litigation against or on behalf of the City. Motion carried, all ayes.**

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**Upon coming out of executive session, motion by Mr. Boone, second by Mr. Williams, to adjourn the meeting at 9:23 p.m. Motion carried, all ayes.**

Respectfully submitted,

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Laurie Sparks, City Clerk

Attest: \_\_\_\_\_  
Kenneth Wynn, Mayor