

LUDLOW COUNCIL MEETING
MINUTES

December 14, 2023

Mayor Chris Wright 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, Lori Davenport, Ari Knight, Samantha Frank, Julie Terry Navarre, and Abigail Miller.

ALSO ATTENDING: City Attorney Steven Taylor, City Administrative Officer/Police Chief Scott Smith, City Clerk Laurie Sparks, Public Works Director Shane Hamant, Code Enforcement Officer Jamie West

Status Update on the Cityview Station Project by Greg Sketch of Berling Engineering

Greg Sketch of James W. Berling Engineering discussed the construction process for the Cityview Station project including erosion control measures, installation of a storm sewer, and grading the slope. Chief Smith plans to schedule a meeting of the citizens group regarding the Cityview Station project that will be open to the public. A representative from the River's Breeze committee inquired about any plan changes for the project. Mr. Sketch advised that the site plan will be submitted to Planning and Development Services of Kenton County (PDS) in phases.

Presentation of Audit for Fiscal Year 2022-2023 by Shannon Puglisi of Chamberlin Owen CPAs

Shannon Puglisi discussed the audit and advised that the City has approximately five and a half months of cash on hand.

Motion by Ms. Terry Navarre, second by Ms. Frank, to approve the minutes from the council meeting on November 9, 2023. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Steward's report was included in the council packet.

Public Works

Mr. Hamant thanked everyone who helped put bows on the wreaths that decorate the downtown business district. Anyone who would like to request a leaf pick up should email Mr. Hamant at shamant@ludlow.org. Ms. Terry Navarre thanked Public Works for helping plant the trees at Jackson Park and for decorating the downtown and the Plaza.

Code Enforcement

Mr. West discussed the status of Code Enforcement cases and rental licenses. Mr. West reminded everyone that any upholstered furniture must be securely wrapped in plastic before it is set out for the trash. Trash amnesty week is the first full week of each month.

MAYOR'S REPORT

Mayor Wright thanked the Christmas Parade Committee for organizing the parade and event even though it did not go as planned due to the weather. On Sunday, December 17, 2023, beginning at 4:00 p.m. on Adela Avenue, Santa will be going through the streets of Ludlow and

Bromley on a fire truck. The police department is accepting donations for their annual toy drive through Monday, and they are requesting toys for children ages 12-17 years old. Mayor Wright gave a shout out to the police officers who go above and beyond to organize the toy drive each year. Mayor Wright thanked Ari Knight for her service on council and all she does for the community. Mayor Wright welcomed David Ziegler who will be taking the oath of office following the meeting and will begin his term on council in January 2024.

COUNCIL COMMITTEE REPORTS

Finance – Mr. Chapman included a long-term debt report in the council packet.

Public Works/Code Enforcement – Ms. Terry Navarre advised that the Committee met with Cassandra Homan to discuss the possibility of tree grants. Ms. Terry Navarre advised that the City does not have a tree ordinance, so they have been looking at tree ordinances in other cities as a sample. Ms. Terry Navarre advised that are looking into the possibility of creating a partnership similar to ReNewport and developing a list of trees that would be approved to be planted in the utility strip.

Parks and Recreation – The Committee did not have a report.

CITY ADMINISTRATIVE OFFICER'S REPORT

Chief Smith advised that the developers of the project on the west end have secured an additional \$3 million in land acquisition funds. Negotiations with the Ludlow Vets are still ongoing. Chief Smith advised that they continue to get updates on the stages of development of the Cityview Station project. Hollingsworth Field will be getting a major upgrade soon, including a facelift for the dugouts, field improvements, lights, and an elevated press box. The backstop will have a wall similar to the one at Lemker Field. As part of the RAISE grant, the City will be required to pay half of the \$154,000.00 engineering costs for the Riverfront Commons project by April 2024. Chief Smith hopes to have the results of the flood mitigation plan back from the Army Corps of Engineers soon. Chief Smith advised that through the toy drive, the police officers provide toys for approximately 50 homes each year. Police calls for last month were in the 400 range and were the lowest in the area.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

Bill Mullins, 461 Elm Street, inquired about the portion of the Riverfront Commons behind Lemker Field that was removed during the renovation. Mr. Hamant confirmed that the section has been put back.

David Ziegler, 300 Highway Avenue, thanked Ms. Knight for her service on council and hopes she stays involved in the community. Mr. Ziegler advised that he is looking forward to serving on council.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution to Approve an Extension on the Fire Protection Services Contract with Bromley

Mayor Wright advised that Bromley would like to extend the current fire protection contract by six months. Bromley has agreed to pay \$7,500.00 per month, which is \$10,000.00 more over the six-month period than the rate they are currently paying. Bromley officials have expressed an

interest in entering into a longer term contract at the beginning of the next fiscal year. **Motion by Ms. Terry Navarre, second by Mr. Chapman, to approve the extension of the contract to provide fire protection services to Bromley for a six-month period with the same terms at a rate of \$7,500.00 per month. Following a roll call vote, motion carried: five ayes, one abstention from Ms. Davenport.**

ANNOUNCEMENTS

Ms. Terry Navarre reminded everyone to put out their luminaries when Santa rides around town on Sunday, December 17, 2023. Ms. Frank inquired about the status of the results of the business survey. Mayor Wright advised that they are still waiting for all the businesses to submit a response.

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

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Chris Wright, Mayor