

LUDLOW COUNCIL MEETING
MINUTES

March 11, 2021

Mayor Josh Boone called the meeting to order at 7:00 p.m. City Clerk Laurie Sparks called the roll which showed the following council members present: Steve Chapman, Tiffany Grider, Brie Banks, Vanetta Davis, and Julie Terry Navarre. Chris Wright was absent.

ALSO ATTENDING: City Attorney Todd McMurtry, 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

Presentation of the 2019-2020 Audit

John Chamberlin of Van Gorder, Walker & Co., Inc. presented and discussed the audited financial statements for fiscal year 2019-2020.

Motion by Ms. Grider, second by Ms. Terry Navarre, to approve the minutes from the council meeting on February 11, 2021. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Steward discussed the squad and fire runs for February. There were 24 people who participated in the Hoxworth Blood Drive at the Firehouse on February 3, 2021. The next blood drive is scheduled for May 14, 2021, from 3:00 p.m. until 5:00 p.m. The Fire Department received a \$15,000.00 grant toward the purchase of a LUCAS device that will perform CPR at a steady pace. The total cost of the device is \$19,900.00 and the City of Bromley has agreed to pay \$4,900.00 to make up the difference not covered by the grant. Three firefighters attended fire inspection training. Discussion on working toward lowering the ISO insurance rating for the City from 3 to 2, which would lower insurance rates. The Fire Department will begin hydrant testing in April and May throughout the City.

Public Works

Mr. Hamant discussed his monthly report. Discussion on the upcoming floor replacement in the administration hallway and restrooms. Discussion on drywall repairs under the stained glass windows in the council chambers. Discussion on a recent roof leak in the area behind the council chambers due to snow freezing in the gutters causing a backup. Mr. Hamant thanked residents for parking in driveways when possible and folding in car mirrors because it made plowing during the recent snow events much easier. Mr. Hamant asked residents not to shovel snow out into the middle of the street. Public Works received two hot boxes full of patch from the State to patch part of Sleepy Hollow Road; there was enough patch leftover to fill the holes throughout the city. Ms. Terry Navarre and Mayor Boone thanked Public Works for all they do.

Code Enforcement

Mr. Garner discussed the status of the code enforcement cases. With Planning and Development Services of Kenton County (PDS) back open, the City can begin issuing citations, as needed. Mr. Garner noted that there are a lot of dumpsters around the city, which is a good sign of people

fixing up houses. A Certificate of Appropriateness application for 20 Butler Street was submitted to the Urban Design Review Board. The Ludlow Historic Society purchased the property and plans to restore it to the way it looked when it was originally built. Rental licenses were mailed out and due by April 15, 2021. Approximately 80 applications have been received.

MAYOR'S REPORT

Mayor Boone had nothing to report.

COUNCIL COMMITTEE REPORTS

Finance – The Committee met recently to review the February invoices, and everything appeared to be in order. Mr. Chapman advised that Council should have reconciled the budget at the end of the fiscal year to show the true numbers, but overall, the numbers were good.

Public Works – The Committee did not meet.

Safety – The Committee did not meet.

CITY ADMINISTRATIVE OFFICER REPORT

Chief Smith discussed the status of several projects, including the project on the site of the former Ludlow Yards Project, and the Ludlow Park ball field renovation. The City is working with Ludlow Schools on applying for grants to renovate Ludlow Park. Fischer Homes advised that they would like to be involved in the Ludlow Park renovation project. The City is still waiting on approval from the State before paving of Adela Avenue can begin. The proposed Fischer Homes project has been tabled until the next PDS meeting on April 1, 2021, to allow time for a traffic study in the area. Discussion on the status of capital improvements. The City has received notification that it may be eligible for up to \$831,000.00 in funds, but no information on stipulations or eligibility requirements was provided. There will soon be \$200,000.00 available in funding through the Coronavirus Relief Act for Ludlow residents who are delinquent on paying their utility bills. The City will manage the money, but the Northern Kentucky Area Development District will handle applications for the funds. There will be a public hearing prior to the next regular council meeting for discussion regarding the funds. The Police Department received 331 calls in February and will continue to try to maintain the lower numbers. Chief Smith advised that he was honored to be asked to train the Warren County SWAT team, which he completed recently.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Vote to Approve the Audit for Fiscal Year 2019-2020

Motion by Mr. Chapman, second by Ms. Terry Navarre, to approve the audit for Fiscal Year 2019-2020, as presented by Van Gorder, Walker, & Co., Inc. Following a roll call vote, motion carried: all ayes.

Resolution 2021-5

Motion by Ms. Terry Navarre, second by Ms. Grider, to approve Resolution 2021-5 A Resolution of the City of Ludlow, Kentucky Declaring Property as Surplus and Authorizing the Sale or Disposition of Such Surplus Property [John Deere Gator 4X6 Utility Vehicle; 1986 Case International Tractor]. Following a reading by Mr. McMurtry and a roll call vote, motion carried: all ayes.

Resolution 2021-6

Motion by Ms. Grider, second by Ms. Terry Navarre, to approve Resolution 2021-6 A Resolution of the City of Ludlow, Kentucky Authorizing Josh Boone, Mayor, to Execute a Memorandum of Agreement for the Development of the Regional Hazard Mitigation Plan Through FEMA. Following a reading by Mr. McMurtry and a roll call vote, motion carried: all ayes.

Resolution 2021-7

Motion by Ms. Terry Navarre, second by Mr. Chapman, to approve Resolution 2021-7 A Resolution Appointing Thomas Schrage as the Representative for the City of Ludlow on the Kenton County Joint Board of Adjustment. Following a reading by Mr. McMurtry and a roll call vote, motion carried: all ayes.

Resolution 2021-8

Motion by Mr. Chapman, second by Ms. Davis, to approve Resolution 2021-8 A Resolution of the City of Ludlow, Kentucky, Increasing the Minimum Value of Fixed Capital Assets. The resolution increases the minimum value of Fixed Capital Assets from \$500.00 to \$2,500.00. Following a reading by Mr. McMurtry and a roll call vote, motion carried: all ayes.

ANNOUNCEMENTS

None

Motion by Mr. Chapman, second by Ms. Grider, to enter into Executive Session, pursuant to KRS 61.810 (1)(b), deliberations on future acquisition or sale of real property. Following a voice vote, motion carried: all ayes.

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Motion by Ms. Grider, second by Ms. Terry Navarre, to adjourn the meeting upon coming out of Executive Session. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Joshua A. Boone, Mayor