

LUDLOW COUNCIL MEETING
MINUTES

March 12, 2020

Mayor Josh Boone 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, Tiffany Grider, Chris Wright, and Julie Terry Navarre. (Bill Whiteley was absent.)

ALSO ATTENDING: City Attorney Kyle Winslow, 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

Motion by Mr. Wright, second by Mr. Chapman, to table the presentation of an award to Tom Amann in recognition of his service on City Council because Mr. Amann could not be in attendance at the meeting. Following a voice vote, motion carried: all ayes.

Motion by Ms. Terry Navarre, second by Ms. Grider, to approve the minutes from the council meeting on February 13, 2020. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Mr. Steward discussed his monthly report. Mr. Steward advised that the Fire Department received the new cardiac monitor.

Public Works

Mr. Hamant advised that he recently attended at two-day project management course and he and Mike Dunaway recently attended a two-day OSHA class. Mr. Hamant advised that he is currently working on a PCI, pavement conditioning index, of all the streets in the city. Mr. Hamant and Mr. Dunaway recently installed new carpet in the administrative office, saving the City \$1,500.00 in installation costs. Public Works is also working on the parks, dragging the fields, and filling potholes around the city.

Code Enforcement

Mr. Garner discussed his reporting noting that there were 62 new cases opened and 47 cases closed. There were no new Certificate of Appropriateness (COA) applications last month. Rental license applications will be mailed out soon.

MAYOR'S REPORT

Cabin Fever was a very successful event with approximately 500 people in attendance. Proceeds from the event go to the Bootsy Collins Foundation to buy instruments for children. Mayor Boone advised that Bootsy Collins was at Second Sight and called him up on stage to present him with one of his hats. Mayor Boone recommended cancelling the caucus meeting scheduled for March 26, 2020, due to concerns with the coronavirus. Chief Smith advised that Police and Fire Departments will operate as usual; the Administrative offices may close to the public. Administrative employees will be in the office to answer phone calls and emails. Payments can

be placed in the drop box. Hopefully, the next regular council meeting can be held on April 9, 2020.

COUNCIL COMMITTEE REPORTS

Finance—The Committee met in early February to review the January bank statements and everything appeared to be in order. Mr. Chapman advised that since Mr. Amann resigned from Council, Mayor Boone will need to appoint someone to the Finance Committee.

Public Works—The Committee has not met since the last council meeting.

Safety—Mr. Wright advised that the Committee has not met recently.

CITY ADMINISTRATIVE OFFICER

Chief Smith advised that the Adela Street paving project has been pushed back to May. The City is still looking for developers for the riverfront area at the west end of the city. Ms. Sparks and Alice Margolen recently attended training for the tax software, which will eventually allow the City to accept online payments. Chief Smith recently met with Jack Moreland of Southbank Partners and thanked John Graszus for his work in getting the Reds Community Fund to put money into redoing the ballfields. Chief Smith is working the Ms. Grider and Ludlow School Superintendent Mike Borchers to obtain grant money to redo Ludlow Park. The City is still looking for a part-time administrative assistant; interviews will be set up for next week. Chief Smith is working with the businesses on rebranding. Chief Smith hopes to have the new personnel policies and pay scales ready for Council to review next month. Chief Smith encouraged people to call the Police to report a problem rather than posting it on Facebook. There were 453 police calls for the month of February, which is 23 fewer calls than January.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None

UNFINISHED BUSINESS

Resolution 2020-6

Motion by Mr. Wright, second by Ms. Terry Navarre, to pass Resolution 2020-6 A Resolution Appointing Tom France as the Kenton County Planning Commission Representative for the City of Ludlow. Following a voice vote, motion carried: all ayes. Mayor Boone advised that Mr. France served as the City's representative in the past and is well-qualified for the position.

Second Reading of Ordinance 2020-1

Mr. Winslow completed the second reading of Ordinance 2020-1 *An Ordinance Confirming the Sale and Awarding of a Non-Exclusive Franchise to MCI/Metro Access Transmission Services Corp. D/B/A Verizon Access Transmission Services for a Term of Five (5) Years with Option to Renew Upon Mutual Agreement, for a Telecommunications Franchise and for the Construction, Placement, Maintenance and Operation of Facilities for the Transmission, Delivery, Provision and Sale of Telecommunications Services Along, In, On, Over and Under the Public Rights-of-Way Within the City of Ludlow, Kentucky ("City"), All Upon the Terms, Conditions and Covenants Contained in the Telecommunications Franchise Agreement.* **Motion by Mr. Chapman, second by Ms. Grider, to adopt Ordinance 2020-1. Following a roll call vote, motion carried: all ayes.**

Second Reading of Ordinance 2020-2

Mr. Winslow completed the second reading of Ordinance 2020-2 *An Ordinance of the City of Ludlow, in Kenton County, Kentucky, Amending the Ludlow Zoning Ordinance to (1) Add Attached Single-Family Residential Dwellings as a Permitted Use Within the R1-J (Residential One-J) Zone with Specific Standards and Developmental Controls; and, (2) Add the R-1J Zone to the Exception to Area and Yard Regulations.* **Motion by Ms. Terry Navarre, second by Mr. Wright, to adopt Ordinance 2020-2. Following a roll call vote, motion carried: all ayes.**

Vote to Appoint Vanetta Davis to Fill a Vacancy on Council

Mayor Boone advised that he met with Vanetta Davis after she had expressed an interest in serving on Council and believes that she would be a good fit. **Motion by Mr. Wright, second by Ms. Terry Navarre, to appoint Vanetta Davis to fill the vacancy on City Council through the end of the term on December 31, 2020. Following a roll call vote, motion carried: all ayes.**

Mayor Boone administered the Oath of Office of Councilmember to Vanetta Davis.

ANNOUNCEMENTS

Ms. Terry Navarre reminded everyone that Saturday, March 14, 2020, is Shop Ludlow Day. Mayor Boone advised that Taste on Elm is now open. Mr. Wright congratulated Ms. Davis. Mr. Wright also encouraged everyone to check in on their elderly neighbors especially at this time with the coronavirus concerns. Ms. Grider advised that the Ludlow School play "Once Upon a Stage" has been moved from Saturday, March 14, 2020, to Friday, March 13, 2020, due to coronavirus concerns. Mr. Chapman welcomed Ms. Davis and thanked Mr. Hamant for his assistance in installing the new speaker system. Chief Smith and Mayor Boone thanked Mr. Chapman for researching the best sound equipment and setting it all up to help keep costs down.

Motion by Ms. Grider, second by Ms. Terry Navarre, to adjourn the meeting at 7:28 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Josh Boone, Mayor