

LUDLOW COUNCIL MEETING
MINUTES

March 14, 2024

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, David Ziegler, Samantha Frank, Julie Terry Navarre, and Abigail Miller.

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

Motion by Ms. Terry Navarre, second by Mr. Ziegler, to approve the minutes from the council meetings on February 8, 2024, and February 22, 2024. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Chastain discussed his monthly report, including an update on those enrolled in State Firefighter classes and Kentucky Emergency Medical Responder training. Discussion on a FEMA grant that was awarded in the amount of \$420,000 for the purchase of personal protective equipment. The City is required to match 5%, or approximately \$20,000. The fire department is working with several companies to cover the costs of getting the foam truck cleaned out and refilled with non-cancer causing foam. Discussion on attending a recent Junior Achievement event at the Northern Kentucky Convention Center.

Public Works

Mr. Hamant discussed his monthly report, including repairs throughout the city and the renovations at Hollingworth Field. Discussion on plans to reinstall the plaque at Hollingworth Field and the plaque at Lemker Field (honoring Bennie Sue & Norman Holbrook) once all the field projects are complete.

Code Enforcement

Mr. West provided an update on code enforcement cases and rental licenses. Rental licenses are due by April 15, 2024. A City Clean Up Day will be on Saturday, April 20, 2024, from 9:00 a.m. until 1:00 p.m. at the corner of Ash and Traverse Streets. The City will provide dumpsters for residents to dispose of yard debris, mattresses, furniture, tires, etc. No hazardous materials will be accepted. Mr. West advised that with the arrival of spring, residents need to get their lawn care scheduled or the lawn mowers ready for the season. Ms. Miller thanked Mr. West for providing a month-to-month chart of code enforcement cases. The first Walk 'n Talk 'n Trash event will be on March 20, 2024, at 7:00 p.m. beginning at the Train Viewing Platform.

MAYOR'S REPORT

Mayor Wright advised that he plans to create a monthly newsletter that will go out the weekend after the council business meeting. Residents can sign up to be on a mailing list for the newsletter.

Mayor Wright advised that he contacted Jim Litmer regarding the possibility of the City using the digital sign that was operated by Ludlow Pharmacy. Unfortunately, the building is up for lease and the program to operate the sign must be used on-site. The deadline to submit an application for the full-time Fire Chief position is March 15, 2024.

Mr. Taylor advised that Scott Smith has voluntarily resigned as the City Administrative Officer in response to a complaint that was filed with the Attorney General about Chief Smith serving as both Police Chief and City Administrative Officer. Mayor Wright signed an executive order earlier in the day authorizing Chief Smith to continue to carry out administrative duties without additional pay. Following discussion, Mr. Taylor advised that due to Chief Smith's resignation from the City Administrator position, the Attorney General made no determination on the complaint and the investigation was closed.

COUNCIL COMMITTEE REPORTS

Finance – The Committee will meet sometime next week.

Parks and Recreation – The Committee is working on plans for making Frienduro a bigger event and bringing back Hot Dogs in the Park.

Public Works/Code Enforcement – The Committee will meet with Mr. Hamant on April 9, 2024, and will schedule a meeting with Mr. West.

CITY ADMINISTRATIVE OFFICER'S REPORT

Chief Smith advised that he has spent the past two weeks defending himself to the Attorney General because of a complaint that was filed by a council member. Chief Smith advised council members to be careful of who they assist because one council member has encouraged someone who is a felon with a list of criminal offenses to come to the city offices and submit open records requests. Chief Smith advised council members not to send someone to intimidate and threaten employees. Ms. Davenport advised that she was the council member to which Chief Smith was referring and that she only offered to assist the resident in filing out a freedom of information act request.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

Cindy Powell, 624 Church Street, inquired whether there will still be a gate in the middle of the left field fence at Hollingsworth Field. Mr. Hamant confirmed that the gate will remain.

Cassandra Homan, 325 Highway Avenue, advised that she is an urban forester and offered her assistance in applying for a tree grant that is due next week. Mr. Hamant advised that he would meet with Ms. Homan to assist her with the grant application.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mayor Wright advised that he was tabling the vote on Resolution 2024-3 *A Resolution of the City of Ludlow, Kenton County, Kentucky, Adopting the Northern Kentucky Regional Hazard Mitigation Plan, 2024*, to allow Mr. Taylor more time to review.

ANNOUNCEMENTS

Ms. Terry Navarre announced that at the Ludlow Historic Society annual meeting on March 27, 2024, at Second Sight Spirits, Cam Miller will give a presentation on the history of professional baseball in Ludlow. Ms. Frank announced the dates for Walk ‘n Talk ‘n Trash (March 20, 2024; April 10, 2024; May 8, 2024; June 12, 2024; July 10, 2024; August 14, 2024; September 11, 2024; and October 9, 2024), which will be on the second Wednesday of each month, with a rain date the following Wednesday. The event starts at 7:00 p.m. each month at the Ludlow Plaza, except for April 10, 2024, which will be a special SHINE Ludlow afterschool program and begin at 3:45 p.m. at Ludlow Park. In response to Mr. Ziegler’s question, Mayor Wright confirmed that the City does not have a social media policy.

Motion by Ms. Terry Navarre, second Ms. Frank, to adjourn the meeting at 7:46 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Chris Wright, Mayor