

LUDLOW COUNCIL MEETING
MINUTES

May 9, 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, City Clerk Laurie Sparks, Police Chief Scott Smith, Interim Fire Chief Matt Chastain, Public Works Director Shane Hamant, Code Enforcement Officer Jamie West

Motion by Ms. Frank, second by Ms. Terry Navarre, to approve the minutes from the council meeting on April 11, 2024. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Chastain announced that five members of the fire department graduated from Kentucky State Fire School and five members passed EMT school. The fire department participated in the Adopt-a-Class program at Ludlow School. Discussion on the Kentucky Heals program, which will bring a mobile health van to the firehouse on July 8, 2024.

Public Works

Mr. Hamant advised that repairs to the wall at Lemker Field have been completed and the plaque for Mr. & Mrs. Holbrook will be installed soon. A “no left turn” sign has been installed on Montrose Street at the intersection with Highway Avenue. Discussion on the recent flooding in the underpass due to a plastic bag that blocked the storm drain. Discussion on negative comments that were posted on Facebook regarding the flooding and clean up. The fire department assisted public works in cleaning up the area the following day, which made the area safer and provided training for the firefighters. Public Works has been painting yellow curbs in restricted parking areas throughout the city.

Code Enforcement

Mr. West discussed the status of code enforcement cases and rental licenses. The Urban Design Review Board (UDRB) issued a certificate of appropriateness to the owner of 430 Elm Street to replace the roof on the front porch. The City Clean Up was a success and another event is being planned for the fall. A courtesy letter was sent to property owners who have not obtained a rental license advising that they have until May 15, 2024, to submit the application with a \$100 fine. Starting May 16, 2024, anyone renting out property without a license will be subject to a fine of \$100 per day and a lien will be placed on the property.

MAYOR’S REPORT

Mayor Wright advised that Planning and Development Services of Kenton County (PDS) will attend the caucus meeting on May 23, 2024, to give a presentation on the medical cannabis issue. Mayor Wright will meet with representatives of Fischer Homes on May 22, 2024, to discuss the

Cityview Station project. Mayor Wright advised that he is waiting to hear back from the Northern Kentucky Area Development District (NKADD) about the advertisement for the city administrator position. There is a vacancy on the UDRB. Anyone interested in serving on the Board should contact Mayor Wright. Discussion on issues with not being able to hear clearly in the council chambers. Chief Smith advised that the City received an estimate to install acoustic panels at a cost of almost \$20,000.00. Discussion on the timetable to hire a city administrator. Mayor Wright signed an executive order delegating the duties of city administrator to Chief Smith. Mr. Ziegler stated that he believes the City needs an interim city administrator and that Chief Smith should focus on the police department. Ms. Terry Navarre stated that she fully supports what Chief Smith has done in the city administrator role over the past five years and believes that changing that now without moving forward with a full-time city administrator position would be detrimental to the city. Mr. Ziegler stated that he respectfully disagreed.

COUNCIL COMMITTEE REPORTS

Finance—The Finance Committee met on Wednesday, May 8, 2024, to review the January, February, and March statements and everything appeared to be in order.

Parks and Recreation—Hot Dogs in the Park will be held on June 7, 2024, and June 21, 2024.

Public Works/Code Enforcement — The Committee did not meet.

CITY ADMINISTRATIVE OFFICER'S REPORT

Chief Smith advised that he is working on reconciling the current budget and will work with the Finance Committee on preparing the proposed budget for next year. There will be a fireworks festival on June 29, 2024, and a movie night in the park on June 28, 2024. The crime rate in the city has been reduced by 65% from what it was ten years ago. Discussion on the recent officer involved shooting near Highway Avenue involving a stolen car. All three suspects, who were juveniles, were apprehended within 36 hours. Officer Finke completed his police training at the academy. Discussion on the status of hiring an office intern.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

Jason Goff, 139 Highway Avenue, purchased his home in June 2021, and it has always had a dry basement until recently. Chief Smith advised Mr. Goff to email him, and he will send him Fischer's contact information. Ms. Miller advised that she did not receive a follow up from Fischer and requested that Mayor Wright follow up when he meets with them.

Audrey Davis-Roberts, 46 Carneal Street, advised that she has been finding an exorbitant amount of nails in front of her home and has to keep replacing her tires.

David Jones, 333 Hazen Street, advised that the water issue from Fischer has been fixed; however, the dust coming off the development is still bad. Mr. Hamant advised that Fischer representatives told him they would be bringing in water trucks. Mayor Wright requested that Mr. Hamant follow up with Fischer.

UNFINISHED BUSINESS

Resolution 2024-3

Mr. Taylor discussed and read Resolution 2024-3 A Resolution of the City of Ludlow, Kenton County, Kentucky, Adopting the Northern Kentucky Regional Hazard Mitigation Plan, 2024.

Motion by Mr. Chapman, second by Mr. Ziegler, to pass Resolution 2024-3. Following a roll call vote, motion carried: all ayes.

Second Reading of Ordinance 2024-2

Mr. Taylor read Ordinance 2024-2 *An Ordinance of the City of Ludlow, in Kenton County, Kentucky, Adopting an Amended Comprehensive Pay Plan for the Non-Elected City Officers and Employees of the City of Ludlow, in Accordance with KRS 83A.070(2)*. The ordinance will allow the mayor to compensate employees who have been assigned additional duties from a position that has been vacated. The stipend would be not less than \$1,000.00 and no more than 50% of the maximum authorized salary for the position. Mayor Wright advised that Kentucky League of Cities (KLC) was consulted about the issue, and they are on board with it. Discussion on the current situation where Chief Smith is the police chief who has been delegated the duties of the city administrator position. Chief Smith is no longer holding the dual roles of police chief and city administrator. **Motion by Ms. Terry Navarre, second by Mr. Chapman, to adopt Ordinance 2024-2. Following a roll call vote, motion carried: 3 ayes (Mr. Chapman, Ms. Frank, Ms. Terry Navarre), 2 nays (Ms. Davenport, Mr. Ziegler), and one abstention (Ms. Miller).**

NEW BUSINESS

Resolution 2024-4

Mr. Taylor read Resolution 2024-4 *A Resolution of the City Council of the City of Ludlow, in Kenton County, Kentucky to Execute an Interlocal Agreement with the Housing Authority of Covington, Kentucky*. Mayor Wright advised that the program has been in effect since 1983. **Motion by Ms. Terry Navarre, second by Ms. Davenport, to approve Resolution 2024-4. Following a roll call vote, motion carried: all ayes.**

ANNOUNCEMENTS

Ms. Terry Navarre announced that there will be a quarter auction fundraiser for the Ludlow Vets at the Vets on May 21, 2024, from 6:30 p.m. until 9:30 p.m. Ms. Frank thanked everyone who came out for Walk & Talk & Trash; the next event will be on June 12, 2024, at 7:00 p.m. Mayor Wright advised that Coffee with the Mayor will not occur in May due to a scheduling conflict. Ms. Davenport thanked the police officers for helping her neighbor during a recent incident.

Motion by Ms. Terry Navarre, second Mr. Ziegler, to adjourn the meeting at 7:58 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Chris Wright, Mayor