

LUDLOW COUNCIL MEETING
MINUTES

January 9, 2025

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, Paula Graszus, David Ziegler, Sarah Thompson, Julie Terry Navarre, and Abigail Miller.

ALSO ATTENDING: City Attorney Bryce Clayton, City Administrative Officer Scott Smith, City Clerk Laurie Sparks, Fire Chief Mike Steward, Public Works Director Shane Hamant, Code Enforcement Officer Jamie West, Police Chief Bart Beck

Motion by Ms. Terry Navarre, second by Mr. Ziegler, to approve the minutes from the council meeting on December 12, 2024. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Chief Steward advised that the annual business safety inspections will begin soon. Discussion on several fire department members beginning EMT and paramedic classes. Chief Steward requested that residents keep their sidewalks clear of snow. Discussion on whether residents are legally required to clean off the sidewalk in front of their property and whether they would be liable if someone fell on the sidewalk. Mr. Clayton advised that he would look into the issue.

Public Works

Mr. Hamant congratulated Mike Dunaway and Zach Lemker from public works for doing a great job during the recent 24-hour snow event. Mr. Hamant also thanked Chief Beck and Sgt. John Dorman for assisting with plowing the streets and thanked Mayor Wright, Chief Steward, and Mr. West for their support. Mr. Hamant requested that residents please not shovel snow into the street because it creates a safety hazard. Ms. Terry Navarre advised that she appreciates everything everyone did to keep the streets clear. Mr. Chapman inquired about the status of installing a higher curb in front of the property at the corner of Highway Avenue and Montrose Street. Mr. Hamant advised that he is waiting to hear back from the state about the status of the curbs.

Code Enforcement

Mr. West announced that the next City Clean-Up Day will be on Saturday, April 12, 2025, at Ash and Traverse Streets from 10:00 a.m. until 3:00 p.m. Rental license applications will be mailed out soon and due April 15, 2025. Currently, there are 382 long-term rental licenses and 33 short-term rental licenses.

Police Department

Chief Beck included the year-end information in his report. The police department received a grant for two AEDs that are now in service. The evidence room audit has been completed and was verified by a third party. Discussion on the possibility of saving the City money by offering

an incentive to officers to obtain their health care through another entity, such as their spouse's employer or Department of Veterans Affairs, if eligible.

MAYOR'S REPORT

Mayor Wright announced the Council Committees for 2025-2026: Finance – Mr. Chapman & Ms. Miller; Parks and Recreation – Ms. Graszus & Mr. Ziegler; Public Works & Code Enforcement – Ms. Terry Navarre & Ms. Thompson.

COUNCIL COMMITTEE REPORTS

Finance – The Finance Committee did not meet but plans to meet in February.

Parks and Recreation – Mr. Ziegler advised that he is looking forward to working with Ms. Graszus to plan events for the year. Ms. Graszus advised that they will be working on the Memorial Day Parade soon.

Public Works/Code Enforcement – The Committee did not meet with Public Works. Ms. Terry Navarre met with Mr. West through email. Ms. Terry Navarre discussed an issue with the railroad being uncooperative in keeping their properties up to code, which will probably need to be addressed through legal action.

CITY ADMINISTRATIVE OFFICER REPORT

Mr. Smith discussed the creation of a QR code for the city that will be easy to navigate and can be incorporated into the menus and advertising for the local businesses. It cost \$3,000.00 to develop the QR code and \$100.00 per month maintenance fee. Discussion on using the QR code for youth sports and sign ups. Mr. Smith advised that he hopes to add an interactive map to help visitors navigate the city. Mr. Chapman advised that he would like a digital sign for the city, similar to the one at the City of Ft. Wright. Mr. Smith advised that the City obtained a quote for a digital sign years ago and the cost was approximately \$50,000.00. Chief Smith advised that he would obtain several quotes for a digital sign and present them at the February meeting.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution 2025-1

Mr. Clayton read Resolution 2025-1 *A Resolution of the City of Ludlow, Kentucky, Declaring Property as Surplus and Authorizing the Sale or Disposition of Such Surplus Property*. Chief Steward explained that the gear and helmets were purchased through a grant in 2013 and expire after ten years. The expired equipment will be donated to Gateway and Campbell County Vocational School for use in training exercises. Discussion about applying for another grant to replace the expired equipment. **Motion by Mr. Chapman, second by Ms. Graszus, to approve Resolution 2025-1. Following a roll call vote, motion carried: all ayes.**

ANNOUNCEMENTS

Ms. Terry Navarre advised that the Urban Design Review Board (UDRB) has been looking into designating the City as a Certified Local City. There will be a UDRB meeting next Thursday,

January 16, 2025, at 7:00 p.m. with Scott Clark from Newport who will discuss the benefits and challenges they have faced as a Certified Local City. The Ludlow Historic Society will be joining the meeting and Council has been invited to attend. Mr. Ziegler inquired whether there is an ordinance requiring people to shovel the snow from the sidewalks in front of their house. Mr. West advised that there is an ordinance prohibiting an obstruction on the sidewalk, but the City will not be forcing people to clear their sidewalks due to the excessive amount of snow we received. Ms. Graszus advised that youth sports sign ups for baseball, softball, and soccer will be held on February 1, 2025, at Ludlow Coffee.

Mayor Wright acknowledged the passing of Pat Crowley, who was a long-time employee of the Kentucky Post, hosted a show on ICN6, and more recently worked with cities through his company, Strategic Advisors. Mr. Crowley attended every Kenton County Mayor's Group meetings and had a passion for local politics.

Motion by Ms. Terry Navarre, second by Mr. Ziegler, to adjourn the meeting at 7:30 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Chris Wright, Mayor