

## **AGENDA**

**A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL BE HELD VIA ZOOM ON TUESDAY, JULY 7, 2020 AT 10:00 A.M.**

### **CALL TO ORDER:**

### **PLEDGE OF ALLEGIANCE:**

### **BIDS:**

### **NEW BUSINESS:**

1. Mickey Thompson for Vectren re: Cut permit request for 1539 Sunset Dr (17894345) – 3 street cuts
2. Mickey Thompson for IN-AWC re: Cut permit requests for 1230 Main Street Hill (5X5 service retirement), Broadway and Jaycee Street (4X9 water main leak), 2577 Roanoke Avenue (5' curb replace water meter set), 2508 Green Valley Road (6X7 water main break)
3. Mindy Milburn for Cool Treats re: Vendor Permit renewal

### **COMMUNICATIONS – PUBLIC:**

### **UNFINISHED BUSINESS:**

1. Residential parking on 6<sup>th</sup> Street

### **TABLED ITEMS:**

### **COMMUNICATIONS – CITY OFFICIALS:**

1. Krystina Jarobe re: Special Event Permit for Saturday, Sept 12<sup>th</sup> – Ohio River Valley Water Sanitation Commission (ORSANCO) “Ohio River Sweep” and Health & Safety Plan
2. Mindy Milburn re: Residential parking permit request for Marci Dreyer at 2004 E. Elm Street

### **APPOINTMENTS:**

### **CLAIMS:**

### **APPROVAL OF MINUTES:**

Regular Meeting Minutes for June 30, 2020

### **ADJOURN:**

**A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL BE HELD VIA ZOOM.COM ON TUESDAY, JUNE 30, 2020 AT 10:00 A.M.**

**PRESENT:** Mickey Thompson, member, Cheryl Cotner-Bailey, member and Warren V. Nash, President.

**OTHERS PRESENT:** Larry Summers, Greg Phipps, Sidney Main, Fire Marshall Koehler, Krystina Jarboe, Christ Gardner, Jessica Campbell, Police Chief Bailey, Jason Applegate, Fire Chief Juliot, Linda Moeller and Vicki Glotzbach

**CALL TO ORDER:**

**Mr. Nash** called the meeting to order at 10:00 a.m.

**PLEDGE OF ALLEGIANCE:**

**BIDS:**

**NEW BUSINESS:**

**1. Vectren re: Cut permit request for Ekin Ave at Thomas St (17198946) – street cut 901 E 4th St – street cut, 1409 Locust St (17642529) – sidewalk cut (work has already been completed)**

**Mr. Thompson** stated that he visited these locations yesterday and the work at 901 E 4<sup>th</sup> Street was done on the Culbertson side and 1409 Locust Street was actually done at 1408 Locust and they replaced the entire panel on the walk.

**Mr. Misch** added that a portion of the saw cuts are for the main replacement that is already completed and the rest are for the upcoming work on Klerner Lane.

**Mr. Nash** asked when the work would be done.

**Mr. Misch** stated that the pipe work will be done July 11 and the following week they will work on patching it up.

**Mrs. Cotner-Bailey** moved to approve, **Mr. Thompson** second, motion carries.

**2. Derek Misch, Cristiani re: Sawcuts on the IAWC Edgewood Lane Project**

**Mr. Thompson** explained that these are the saw cuts for the lane shifts and the closure that was approved last week on Klerner Lane for the IN-AWC Edgewood Lane Water Main Replacement Project.

**COMMUNICATIONS – PUBLIC:**

**Larry McIntire, BLN**, sent the following update on Slate Run Road via email:

Notice to Proceed Date: Commence on or before 4/15/2019

Final Completion Date: Tentative revised completion date is 7/24/2020

Approximate % Complete: 85% (Pending Change Order for Milling/Paving)

Progress for the Week:

- Contractor worked on sanitary cleanout lines at Mac's Hideaway.
- Contractor excavated and graded for curbs, driveways, and sidewalk.
- Concrete subcontractor formed and poured more curbs, sidewalks, and drives.
- Contractor worked on grading in lawn areas.

Upcoming Activities:

- Contractor will be working on block retaining wall and lawn grading.
- Contractor will be excavating for more curb, sidewalk, and driveways.
- Concrete subcontractor will be pouring more driveways, curbs, and sidewalks.
- Contractor will be looking at scheduling mainline pavement milling.

Construction / Safety / Utility Issues:

- Designer is looking ditch near Lochwood and proposed pavement markings.
- City will be reviewing change order items for additional milling/paving.
- Contractor will continue using flaggers to control traffic at this time.

**Blake Gies, Clark Dietz**, sent the following update on the Grant Line Road Sight Correction Project via email:

Substantial Completion Date: 7/29/2020

Final Completion Date: 8/22/2020

Original Construction Contract Amount: \$526,550.00

Current Construction Contract Amount: \$526,550.00

Approximate % Complete: % this week; % total

Progress for the Week:

- MONDAY 6/22/20 Cristiani continued to install culverts with concrete end sections as well as excavating and grading ditches on the south side of the project.
- TUESDAY 6/23/20 Cristiani continued to install the storm sewer extension and final culverts with concrete end sections They also continued excavating and grading ditches on the south side of the project and began installing the geotextile and riprap to the new ditches.
- WEDNESDAY 6/24/20 Cristiani finish installing the last of the ditch lines, excavated and graded the driveway at 5002 and 5006 Grant Line Rd to match the proposed road elevation. They also prepared the base for the curb and gutter.
- THURSDAY 6/25/20 Cristiani's sub-contractor Rivertown on site to set the forms for the roll curb, standing curb at driveway 5002 Grant Line Rd, and the driveway approach at 5006 Grant Line Rd. Cristiani continued with some minor grading.
- FRIDAY 6/26/20 Rivertown installed the curb and driveway that was formed the previous day.

Upcoming Activities:

- Vertical curb and gutter to be slip-lined on Monday the 29th.
- Install the base and intermediate layers of HMA near the end of next week.
- Install new mailboxes to the 3 residents on the east side of the project.

Construction Issues:

- Because the local detour is no longer posted there has been a portion of the traffic unsure how to get around the road closure. Most of this portion consist of patients trying to get to the VA clinic who end up coming into the site to get direction from the contractor's crew. The VA clinic was notified the first week of the construction so they could inform their patients as well.

**UNFINISHED BUSINESS:**

**1. Residential parking on 6<sup>th</sup> Street**

**Mr. Thompson** stated that he did visit the area but isn't sure that the issue is with the apartments. He explained that from what he observed it is possible that the parking on 6<sup>th</sup> is coming from a property at the corner of 6<sup>th</sup> and Elm streets as he observed several vehicles parking close to the property and several people in the yard. He stated that the Brick Gallery does not have parking in the rear but he would like to keep this item under unfinished business so he can determine if it is residential.

**TABLED ITEMS:**

## **COMMUNICATIONS – CITY OFFICIALS:**

### **1. Vicki Glotzbach re: Handicapped parking space at 1411 Chartres Street**

**Mrs. Glotzbach** stated that this request is for David Timmonds and it has been reviewed and approved by the traffic division.

**Mr. Thompson** moved to approve, **Mrs. Cotner-Bailey** second, motion carries.

### **2. Larry Summers re: Slate Run Road Project**

**Mr. Summers** added that they are making a strong push from the city's side to get a decision made on the asphalt solution. He stated that he has some geotechnical engineers come in and review a request that the contractor has made regarding the project used. He explained that after review he agrees with the contractor and so does the geotechnical engineer so now they are waiting on the design engineer to sign-off on the change. He added that after not hearing anything from them for a few weeks he has given them a deadline of Wednesday of this week to respond. He stated that he did notify the contractor that they expect this road to be substantially complete before school opens on July 27.

### **3. Larry Summers re: Grant Line Road Construction Project**

**Mr. Summers** added that he has been on site on multiple occasions and they are moving along.

**Mr. Nash** asked if the detours have been straightened out.

**Mr. Summers** stated that they have made several adjustments with the local detours and ask of right now those remain covered and they are relying on the primary detour route.

### **4. Larry Summers re: I-265 Resurfacing Project**

**Mr. Summers** stated that they are moving along and have started milling and paving on 265 near 65. He explained that they did have some mechanical issues at the plant and with paving equipment so the paving operation was shut down until the beginning of next week. He added that once they resume they will continue the milling/paving operations on the west bound main line (weather dependent).

**Greg Phipps** thanked **Mr. Thompson** for checking out the parking issue on 6<sup>th</sup> Street and asked which house at 6<sup>th</sup> and Elm he observed a lot of parked cars.

**Mr. Thompson** stated that it would have been on the southeast corner.

**Mr. Phipps** stated that this would be Shirley Baird's house and her husband died yesterday so that is probably why he was seeing more cars at that location over the last few days. He explained that he spoke with the owner of the Brick Gallery and she relayed to him that she had previous verbal altercations with people from Breakwater that were demanding it was their right to park in that area.

**Mr. Thompson** thanked **Mr. Phipps** for clearing that up.

### **5. Linda Moeller re: Bank reconciliations for March & April**

**Mrs. Moeller** asked that these be entered into the record.

### **6. Police Chief Bailey re: Indiana Distracted Drivers Law**

**Chief Bailey** reminded the board that starting tomorrow the new Indiana law pertaining to distracted driving goes into effect and essentially means that you may no longer handle your cellular device while driving.

**Mrs. Cotner-Bailey** reminded the board that trash pickup is on a regular schedule this week for the July 4<sup>th</sup> holiday.

**APPOINTMENTS:**

**CLAIMS:**

**APPROVAL OF MINUTES:**

**Mrs. Cotner-Bailey** moved to approve the Regular Meeting Minutes for June 23, 2020, **Mr. Thompson** second, motion carries.

**ADJOURN:**

There being no further business before the board, the meeting adjourned at 10:23 a.m.

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Warren V. Nash, President

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Vicki Glotzbach, City Clerk

## SITE INFORMATION

MAXIMO "Parent" Work Order Number 17894345

Street Address Sunset (1539)

Lot Number \_\_\_\_\_

Nearest Cross Street Crestwood City/Town NEW ALBANY

County Floyd Township New Tax Code \_\_\_\_\_

Subdivision/Development \_\_\_\_\_ Map Number 206-268

Service Type: Residential \_\_\_\_\_ Commercial \_\_\_\_\_ Conversion \_\_\_\_\_

Main: Size 3<sup>rd</sup> Material: ☒ Plastic-T ☐ Plastic-Y ☐ Steel ☐ Cast Iron ☐ Other

MAOP 160 ☐ Inches ☒ PSIG    Operating Pressure 54 ☐ Inches ☒ PSIG

Install Type: ☐ Rough grade ☒ Established Grade ☐ Short Side, trench in feet \_\_\_\_\_

☐ Long Side      Bore in feet \_\_\_\_\_      Trench in feet \_\_\_\_\_      Total length in feet \_\_\_\_\_

Pipe Size: ☐ 1/2" CTS ☐ 1" CTS ☐ 2" IPS ☐ Other (Write in) \_\_\_\_\_

Financials: Operation Center # \_\_\_\_\_ Project # \_\_\_\_\_ Task # \_\_\_\_\_

Recommended Labor Resource      ☐ Company      ☐ Contractor

SKETCH: Instructions - indicate NORTH, all measurements are approximate

Hand-drawn site plan on grid paper. The plan shows a rectangular property with a curved boundary on the top and right sides. A north arrow is located on the right side, pointing upwards. A legend on the left side identifies symbols for utilities: S - Sewer, SCO - Sewer clean out, G - Gas, T - Telephone, E - Electric, C - Cable, and W - Water. The plan includes three square symbols along the left boundary, representing sewer cleanouts. A curved line at the top is labeled "Sunset". A rectangular area in the bottom right corner is labeled "1539 Sunset" and "Crestview". The text "3 Spot Holes" is written in the center of the plan.

Legend:

- S - Sewer
- SCO - Sewer clean out
- G - Gas
- T - Telephone
- E - Electric
- C - Cable
- W - Water

Handwritten labels:

- Sunset (top boundary)
- 1539 Sunset (bottom right area)
- Crestview (bottom right area)
- 3 Spot Holes (center)

[illegible]

Operations Center Clarksville

Street Address 1539 Sunset City/Town New Albany

MAXIMO "Child" Work Order Number \_\_\_\_\_

1. ☐ Y ☒ N Sewer lateral locate is needed. If not, explain why. Spot main

☐ Lot is not at final grade      ☐ Other (Write in) \_\_\_\_\_

Start Date \_\_\_\_\_ Expiration Date \_\_\_\_\_

New Albany Street Cut.

6. Estimated scheduled start date. (Write in) ASAP

☐ Other (Write in) \_\_\_\_\_ ☐ Welder

Completed by R. H. Apt Date 6/29/2020

Return this completed form with the Crew Sheet to the Operations Assistant and Scheduler no later than the next business day.

DAVE O'MARA CONTRACTORS COMPLETION DATE	CREW	LOCATION	STREET NUMBER	ADDRESS	RESTORATION	TYPE OF WORK COMPLETED
6/25/2020	JOHNSON	NEW ALBANY	1230	MAIN STREET HILL	5' X 5' ASPHALT	SERVICE RETIREMENT
6/17/2020	JOHNSON	NEW ALBANY		BROAGWAY & JAYCEE ST.	4' X 9' ASPHALT	WATER MAIN LEAK
6/18/2020	PERRY	NEW ALBANY	2577	ROANOKE AVE.	5' CURB	REPLACE WATER METER SET
6/19/2020	JOHNSON	NEW ALBANY	2508	GREENVALLEY RD.	6' X 7' ASPHALT	WATER MAIN BREAK

New Albany Floyd County  
~~NEW CAR INSPECTION~~ & SAFETY INSPECTION  
Vehicle ICE Cream

Date: 6-18-20

7-21

Year: 1996 KY-183YXL GMC VAN SAVANA

Firm: Cool Treats LLC

Address: 3601 7th St Rd Louisville Ky 40216

<del>State Lic. #</del>	<del>Cab #</del>	City Permit #	<del>Meter Serial #</del>	VIN #
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Interval	Over Registration		Under Registration	
	In Tol.	Out Tol.	In Tol.	Out Tol.
1/6				
1/6				
1/6				
1/6				
1/6				
1 Mile				
2 Miles				
Time Waiting				

Safety Inspection:

☒ Lights All Good ☒ Tires New ☒ Glass All Good

General Condition: All Good

Insurance Carrier: Progressive Commercial

Policy Number: 01990550-0

Action Taken: \_\_\_\_\_ Approved \_\_\_\_\_ Condemned

Mark Miller  
Inspector's Signature

Mark Miller  
Traffic Officer Signature

INDIANA  
OPERATOR LICENSE

DLN 1030-47-5297  
Iss 07/09/2016 Exp 11/20/2022

1 POOL  
2 GEORGE ALLEN

1821 E ELM ST  
NEW ALBANY, IN 47150

Class  
End NONE  
Res NONE  
DOB 11/20/1985  
Transaction 07091640300045

Sex M  
Hgt 5-10  
Wgt 205 lb  
Eyes HAZ  
Hair BLN

George Pool

INTERIM/EXTENSION INDIANA - OPERATOR

EXPIRES: 07/16/2020

Peter L. Lacy, Commissioner

**Valid for Driving Privileges and Voter Identification**

DLN: 4030002739

DATE: 06/16/2020

JOSHUA R RICHARDSON

DOB: 08/23/1986

708 W SPRING ST

SEX: M

NEW ALBANY, IN 471503546

HEIGHT: 5-5

EYES: BRO

WEIGHT: 115

HAIR: BRO

RESTRICTIONS: NONE  
ENDORSEMENTS: NONE

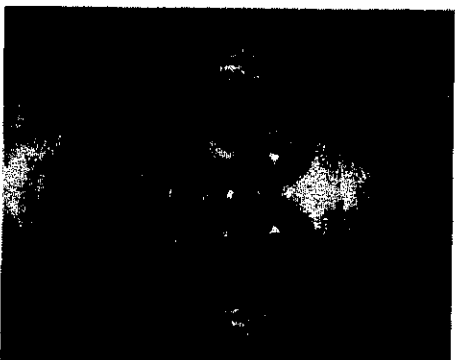
OPERATOR/BRANCH: HV / 16316323  
CONTROL NUMBER: 16316323

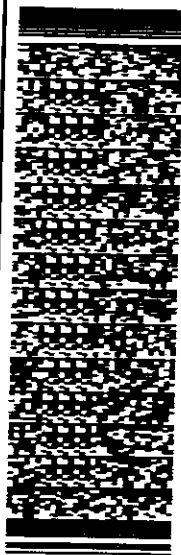


SIGNATURE:

*Joshua Richardson*

CUSTOMER COPY





RESTRICTIONS: NONE

ENDORSEMENTS: NONE




# Your ID Cards

Keep these cards handy—in your glove compartment or wallet. And contact us anytime you have a question or need to report a claim.

If you have a claim, we'll get you back on the road as soon as possible. And while you'll always have a choice where to repair your vehicle, when you use a shop in our preapproved network, we'll guarantee your repair for as long as you own or lease your vehicle.

**Thank you for choosing Progressive.**

COOL TREATS LLC		COMMONWEALTH OF KENTUCKY PROOF OF INSURANCE		
	<b>Policy Number:</b> 01990550-0		<b>NAIC NUMBER:</b> 11770	
	<b>Effective Date:</b> 03/30/2020		<b>Expiration Date:</b> 09/30/2020	
	<b>Policy Type:</b> CL			
	<b>Insurer:</b> UNITED FINANCIAL CASUALTY COMPANY 1-800-895-2886 PO BOX 94739 CLEVELAND, OH 44101			
<b>Named Insured(s):</b> COOL TREATS LLC				
<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>VIN</b>	
1996	GMC	SAVANA G1500	1GDFG15M4T1019409	

Form A022 KY (03/11)

**IF YOU'RE IN AN ACCIDENT**

1. Remain at the scene. Don't admit fault.
2. Find a safe location, call the police, and exchange driver information.
3. Call Progressive right away.

**TO REPORT A CLAIM**  
Call 1-800-274-4499 or go to [claims.progressive.com](http://claims.progressive.com).

**Manage your policy anytime  
with just a few clicks at  
[progressivecommercial.com](http://progressivecommercial.com)**

**PROGRESSIVE**

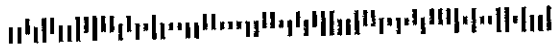
**KEEP THIS CARD IN YOUR VEHICLE WHILE IN OPERATION.**

Instructions: Remove these cards along the lines. You must keep one card in each insured vehicle and show it to a law enforcement officer upon request. You must present one card to the county clerk for issuance or renewal of registration, plates, or decals.

Compare the vehicle ID number which appears on your registration to the vehicle ID number on these cards and to the vehicle ID number on the vehicle.

If the vehicle identification number on your registration and the vehicle identification number on the vehicle do not match, you must contact the county clerk to have the vehicle identification number on the motor vehicle registration corrected.

If the vehicle identification number on these cards and the motor vehicle does not match, you must contact Progressive to have the vehicle identification number on the card corrected.

PROGRESSIVE  
PO BOX 94739  
CLEVELAND, OH 44101785191 42063 1 AB 0.419 PATLS01J 131 042063  
Named insured**Policy number: 01990550-0**Underwritten by:  
United Financial Casualty Company  
May 8, 2020  
Policy Period: Mar 30, 2020 - Sep 30, 2020  
Page 1 of 3**progressive.com****Online Service**Make payments, check billing activity, print  
policy documents, or check the status of a  
claim.**1-800-895-2886**For customer service and claims service,  
24 hours a day, 7 days a week.COOL TREATS LLC  
3601 7TH ST RD  
LOUISVILLE, KY 40216

# Commercial Auto Insurance Coverage Summary

## This is your Declarations Page

### Your coverage has changed

Your coverage began the later of March 30, 2020 at 12:01 a.m. or at the time your application is executed on the first day of the policy period. This policy period ends on September 30, 2020 at 12:01 a.m.

This coverage summary replaces your prior one. Your insurance policy and any policy endorsements contain a full explanation of your coverage. The policy limits shown for an auto may not be combined with the limits for the same coverage on another auto, unless the policy contract allows the stacking of limits. The policy contract is form 6912 (06/10). The contract is modified by forms 2852KY (07/11), 1652KY (11/04), 4852KY (11/04), 4881KY (07/11) and Z228 (01/11).

The named insured organization type is a corporation.

Your policy contains exclusions and restrictions to coverage. If an exclusion or restriction applies, coverage will not be afforded or will be significantly reduced. Please be sure you read and understand the exclusions and restrictions to coverages that are contained in your policy and any applicable endorsements.

### State Required Premium Assessment

The premium charged includes the State of Kentucky special assessment required by KRS 136.392. Please see State tax in your Outline of Coverage.

### Local Government Premium Taxes

The premium charged includes required local government premium taxes and a collection fee. Please see Municipal tax in your Outline of Coverage.

### Policy changes effective May 5, 2020

Premium change:	\$50.00
Changes:	The filing information for this policy has changed.

The changes shown above will not be effective prior to the time the changes were requested.

### Outline of coverage

Policy level coverage	Limits	Deductible	Premium
Uninsured Motorist	\$25,000 each person/\$50,000 each accident		\$23
Underinsured Motorist	\$25,000 each person/\$50,000 each accident		74
<b>Total policy level coverage</b>			<b>\$97.00</b>

Summary level coverage	Limits	Deductible	Premium
Liability To Others			\$7,910
Bodily Injury Liability	\$25,000 each person/\$50,000 each accident		
Property Damage Liability	\$25,000 each accident		
Personal Injury Protection			2,156
Without Workers Compensation	\$10,000 each person	\$0	
<b>Total summary of coverage</b>			<b>\$10,066.00</b>
<b>Subtotal policy premium</b>			<b>\$10,163.00</b>
State tax			183.00
City Tax : LOUISVILLE URBAN			584.37
Fees			50.00
<b>Total 6 month policy premium and fees</b>			<b>\$10,980.37</b>

### Rated drivers

	Additional information
1. SHERRI POOL	
2. GEORGE POOL	
3. TERRY BOMAN	
4. DESHAWN FOWLER	
5. LOUIS CARTHAN	
6. JULIE WASHINGTON	SR22 driver filing
7. BRADLEY WOODS	

### Auto coverage schedule

1.	<b>2000 Chevrolet Express G1500</b>			
	VIN: 1GBFG15R9Y1251029	Garaging Zip Code: 40216	Radius: 100	
Liability Premium	Liability \$1,130	PIP \$308		Auto Total <b>\$1,438</b>
2.	<b>1996 GMC Savana G1500</b>			
	VIN: 1GDGFG15M4T1019409	Garaging Zip Code: 40216	Radius: 100	
Liability Premium	Liability \$1,130	PIP \$308		Auto Total <b>\$1,438</b>
3.	<b>2000 GMC Savana G1500</b>			
	VIN: 1GDGFG15R7Y1264420	Garaging Zip Code: 40216	Radius: 100	
Liability Premium	Liability \$1,130	PIP \$308		Auto Total <b>\$1,438</b>
4.	<b>2000 Chevrolet Express G1500</b>			
	VIN: 1GBFG15R3Y1192270	Garaging Zip Code: 40216	Radius: 100	
Liability Premium	Liability \$1,130	PIP \$308		Auto Total <b>\$1,438</b>





**City of New Albany, Indiana**  
**Slate Run Road Improvement Project – Phase 1**  
**Weekly Report for the Week of 6/29/2020**

Project RPR: Larry McIntire  
Notice to Proceed Date: Commence on or before 4/15/2019  
Final Completion Date: Tentative revised completion date is 7/24/2020  
Approximate % Complete: 86% (Pending Change Order for Milling/Paving)

**Progress for the Week:**

- Contractor worked on drainage behind retaining walls.
- Contractor excavated and graded for curbs, driveways, and sidewalk.
- Concrete subcontractor formed and poured more curbs, sidewalks, and drives.
- Contractor worked on grading in lawn areas.

**Upcoming Activities:**

- Contractor will be working on block retaining wall and lawn grading.
- Contractor will be excavating for more curb, sidewalk, and driveways.
- Concrete subcontractor will be pouring more driveways, curbs, and sidewalks.
- Contractor will be looking at scheduling mainline pavement milling.

**Construction / Safety / Utility Issues:**

- Designer is looking ditch near Lochwood and proposed pavement markings.
- City will be reviewing change order items for additional milling/paving.
- Contractor will continue using flaggers to control traffic at this time.

CC: Larry Summers. City of New Albany  
CC: Mike Cox. Beam, Longest & Neff, L.L.C.  
CC: Bill Stuart. Beam, Longest & Neff, L.L.C.



POURING CURB AT LOCHWOOD APARTMENTS.



WORKING ON WALL AND LAWN GRADING.

City of New Albany  
Grant Line Rd Sight Correction  
Weekly Construction Report for Week Ending 7/3/2020

**Project RPR:** Blake Gies

**Substantial Completion Date:** 7/29/2020

**Final Completion Date:** 8/22/2020

**Original Construction Contract Amount:** \$526,550.00

**Current Construction Contract Amount:** \$526,550.00

**Approximate % Complete:** % this week; % total

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Progress for the Week:

- MONDAY 6/22/20 Rivertown on site to place the vertical curb and gutter. Cristiani excavating and grading the driveway approach at 5010 Grant Line Rd.
- TUESDAY 6/23/20 Mr. Norris from the Blackberry Ridge HOA met with representatives from Clark Dietz and Dan Cristiani Excavating Co. to discuss restoration efforts on landscaped area at the neighborhood entrance. Cristiani began prep work for asphalt.
- WEDNESDAY 6/24/20 Cristiani prepared the base aggregate for accepting the asphalt scheduled for Thursday.
- THURSDAY 6/25/20 Cristiani's sub-contractor Libb's on site to place the layer of base HMA. They applied the asphalt in two 4" lifts and were able to cover both traffic lanes, the passing bubble, and the entrance to Blackberry Ridge. They plan to do the base layer on the driveway approaches on Tuesday the 7<sup>th</sup> when they return to place the intermediate layer of HMA.
- FRIDAY 6/26/20 Off for Independence Day.

Upcoming Activities:

- Install the intermediate layers of HMA on Tuesday the 7<sup>th</sup>, weather permitting.
- Install new mailboxes to the 3 residents on the east side of the project.
- Install sodding near the end of the week.

Construction Issues:

- None



**WEEKLY CONSTRUCTION REPORT**

Grant Line Rd Sight Correction

July 3, 2020

Page 2



*New vertical curb and gutter installed in front of Blackberry Ridge with transition from the new roll curb.*



## WEEKLY CONSTRUCTION REPORT

Grant Line Rd Sight Correction

July 3, 2020

Page 3



*Base layer of HMA installed.*



## Special Event Permit Application

311 Hauss Square, Room 316  
New Albany, IN 47150

(812) 948-5333

www.cityofnewalbany.com

### Applicant and Host Organization Information

**Host Organization**—The Host Organization is legally and financially responsible for the overall permitting process, management and implementation of an event and its associated dynamics and activities.

Host Organization Name: ORSANCO

**Host Organization Event Representative**—The Event Representative will be the main point of contact for all planning activities and day-of activities.

Event Representative: TRAVIS ELBLE

Host Organization Website: ORSANCO.ORG

Address: 7949 MARY NAVILLE RD.

City: FLOYD KNOBS State: IN Zip Code: 47119

Work Phone: 502-641-8582 Cell Phone: 502-641-8589

Email: JUNKMETALMANIA@YAHOO.COM

Please list any additional person, professional event organizer or service contractor hired by the Host Organization that is authorized to make decisions on the Host Organization's behalf for this event.

Name: LISA COCKRAN

Company: ORSANCO

Email: \_\_\_\_\_

Phone number: 513-231-7719

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

**Why would you like to hold your event in New Albany?**

NEW ALBANY REPRESENTS THE SHORELINE FOR FLOYD COUNTY, IN. THE ANNUAL RIVER SWEEP  
IS A CLEANUP EFFORT THAT BENEFITS THE OHIO RIVER WATER SHED. IT INCLUDES EVERY COUNTY,  
IN EVERY STATE, THAT HAS SHORELINE ALONG THE ENTIRE OHIO RIVER.

## Event Specific Information

Event Name: OHIO River Sweep

Is this an annual event? ☒ Yes ☐ No

Anticipated Attendance-The estimated amount of people expected at the event. 45-75 (varies)

Anticipated Participants -If the proposed event has registered participants,  
the estimated number expected. \_\_\_\_\_

Anticipated Number of Event Staff/Volunteers - 4

Event Description (including purpose, target audience, and description):

THE PURPOSE OF THE RIVER SWEEP IS TO REMOVE TRASH/DEBRIS FROM THE BANKS OF THE RIVER AND SURROUNDING AREAS, IN AN EFFORT TO REDUCE POLLUTION IN THE OHIO RIVER WATERSHED. THIS ANNUAL MAINTENANCE EFFORT, BENEFITS THE CITY OF NEW ALBANY BY CONTRIBUTING TO THE BEAUTIFICATION. THE ~~THE~~ VOLUNTEERS ARE PRIMARILY (BUT NOT LIMITED TO) RESIDENCE OF NEW ALBANY.

Requested Venue:

☐ Riverfront Amphitheater

☐ City Square

☐ Bicentennial Park

☒ Other (Specify) JUST THE RIVERFRONT PARK. WE DON'T ACTUALLY USE THE AMPHITHEATER,

Type of Event:

☐ Run/Walk ☐ Rally ☐ Parade ☐ Concert ☐ Wedding Ceremony/Photos

☐ Fair ☐ Picnic ☒ Other (Specify) ANNUAL RIVER CLEAN UP EFFORT

Proposed Event Date: SAT. SEPT 12, 2020

Day of the week: SAT.

Set-Up Begin Time\*: 8 AM/PM

Set-Up End Time: 8:30 AM/PM

Event Begin Time: 9 AM/PM

Event End Time: 2 AM/PM

Break-Down Begin Time: 1:30 AM/PM

Break-Down End Time\*\*: 2:00 AM/PM

Proposed Rain Date: N/A

Day of the Week: N/A

\* The Set-Up Begin Time is the time the venue reservation contract time begins and the earliest any event-related activity can happen in the venue/space.

\*\* The Break-Down End Time is the time the venue reservation contract ends and the latest any event-related activity can happen in the venue/space.

Weather:

Is this event rain or shine? ☒ Yes ☐ No

Description of inclement weather plan:

THE CLEANUP IS RAIN OR SHINE. HOWEVER, IF THE RIVER IS FLOODED, ~~THE~~ VOLUNTEERS WILL NOT BE PERMITTED TO GET NEAR THE WATER'S EDGE.

**Event Logistics & Site Plan/Route Map Information:**

Will normal operations of residents or businesses be affected by your Event? \_\_\_\_\_ Yes ☒ No

If yes, please attach a copy of the notification letter to be approved by the Board of Public Works before being sent to the affected residents/businesses.

Is this event open to the public? ☒ Yes \_\_\_\_\_ No

Will you charge admission or participation fees? If so, what is the charge? What will the monies collected at this event go towards?

NO, COMPLETELY VOLUNTEER EVENT

A site plan/route map must be submitted along with the completed application. Applications without site plans/route maps are incomplete and will be rejected and returned to the applicant.

Please attach a clear and legible site plan or map with the following indicated:

1. Directional orientation, indicated by arrows.
2. An outline of the entire event venue footprint, including labeling the streets that are requested to be closed as a part of the event venue. If the event involves a route, please indicate the direction of travel with all street closures and barricade placement clearly marked.
3. The location of all physical equipment and structures being placed within the event footprint including, but not limited to, stage(s), vendors, concessions, tents, portable restrooms, and fencing.
4. Location of event-based alcohol sales including the proposed consumption area. If a confined area is requested, provide dimensions of this area and what will be used to determine boundaries, i.e., fencing, enclosed tents, etc.
5. Generator locations, if used to power the event vendors or contract services.
6. Proposed placement of vehicles and/or trailers.
7. Entry and exit gate locations for events that are using fencing as boundaries.
8. Location of accessible viewing area.
9. General Parking and Accessible Parking areas.

**Road Closure Request:**

Do you require a road closure? \_\_\_\_\_ Yes ☒ No

If yes, list the street or lane closures (including full closures, partial closures, etc.)

Closure Type	Street Name	Start Date	Start Time	End Date	End Time	Description

**Food and Beverage:**

Will there be food concessions at your event? \_\_\_\_\_ Yes ☒ No

If yes, describe: \_\_\_\_\_

*If yes, each vendor must obtain a food vendor license. If they do not have a license, please contact the appropriate County Health office to secure one.*

**Alcohol:**

Will alcohol be served at your event? \_\_\_\_\_ Yes ☒ No

If yes, please attach the Special Events Liquor Permit obtained from the Indiana Alcohol & Tobacco Commission. For further permit information, contact the Indiana Alcohol & Tobacco Commission at (317) 232-2430 or [www.in.gov/atc/](http://www.in.gov/atc/).

*Events serving alcohol will also require a representative from their organization to attend the Board of Public Works meeting at least 60 days in advance to answer any questions regarding their event.*

**Security and First Aid:**

Describe your internal security procedures:

FIRST AID KIT IS ALWAYS ON HAND.

Will you request New Albany Police safety/traffic control services? \_\_\_\_\_ Yes ☒ No

Will you have an on-site provider of primary first aid? \_\_\_\_\_ Yes ☒ No

Please list the provider of first aid:

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Equipment and Decorations:**

Will you use tents? ☒ Yes ☐ No

Will other temporary structures be used? ☐ Yes ☒ No

If so, please list specifics and locations: 2 EZ UP TENTS. REGISTRATION/INFO ARE SETUP  
ACROSS THE STREET FROM THE AMPHITHEATER

DO NOT put nails or staples into trees/structures or stake anything to the ground. Any apparatus such as a canopy must be free weighted.

All temporary structures must be inspected, please contact the City Fire Marshall for further details.

**Restrooms:**

Will you be requesting use of the amphitheater restrooms? ☒ Yes ☐ No

(Amphitheater restrooms are closed due to winterization November to February each year).

If yes, what time will you request the restrooms be open? 8:30 AM/PM

If yes, what time will you request the restroom be closed? 2:00 AM/PM

If no, please list the provider of portable restrooms:

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Email: \_\_\_\_\_

Phone number: \_\_\_\_\_

Date portable restrooms will be dropped: \_\_\_\_\_

Date portable restrooms will be picked up: \_\_\_\_\_

Total number of portable restrooms on site: \_\_\_\_\_

Will you have ADA portable restrooms on site: ☐ Yes ☐ No

Please attach a map of where the portable restrooms will be located.

**Trash Plan (during and after the event):**

ALL TRASH COLLECTED IS PUT IN THE DUMPSTER, NORMALLY PROVIDED BY THE  
STREET DEPT.

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Entertainment Activities:**

Will you have music? \_\_\_\_\_ Yes ☒ No

If yes, what type of music/amplification? \_\_\_\_\_

Time(s) of music during the event: \_\_\_\_\_

Will you have inflatables? \_\_\_\_\_ Yes ☒ No

If yes, please list the provider:

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

*Please note events may require an Amusement & Entertainment permit through the Indiana Department of Homeland Security.*

**Electric:**

Will you use electricity? \_\_\_\_\_ Yes ☒ No

Generators? \_\_\_\_\_ Yes ☒ No

Outdoor extension cords must be 3-prong UL listed extension cords.

Describe electrical usage:

\_\_\_\_\_  
\_\_\_\_\_

**Banner Permit:**

Will you be filling out a banner permit? \_\_\_\_\_ Yes ☒ No

*Please contact the City Clerks Office for more information regarding the City's policy on banners and banner permits.*

**Affidavit of Application:**

Everything that I have stated on this Special Event Permit Application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations listed on this and all applicable forms, including the City of New Albany ordinances, as they pertain to the requested usage. Applicant agrees and understands any significant damage to city property will be the sole responsibility of the applicant. By signing this application, the applicant agrees to follow all rules and regulations and city ordinances. The permit, if granted, is not transferrable and is revocable at any time at the absolute discretion of the New Albany Board of Public Works. All programs and facilities of the City of New Albany are open to all citizens regardless of race, sex, age, color, religion, national origin or handicap.

Name of Applicant (please print): TRAVIS ELBLE

Signature: *Travis Elble*

Date: 6-11-20

Completed Special Event Permit Applications may be mailed or delivered in person to:

City of New Albany, ATTN: Krystina Jarboe  
311 Hauss Square, Room 316  
New Albany, IN 47150

Completed Special Event Permit Applications may also be emailed to Krystina Jarboe at

[kjarboe@cityofnewalbany.com](mailto:kjarboe@cityofnewalbany.com)

**Office Use Only**

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

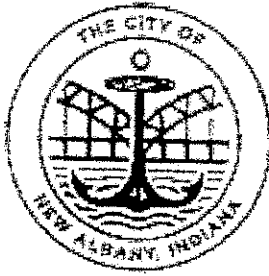
(Board of Works President)

Notes:

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Special Event Permit Application  
COVID-19 Health and Safety Plan

311 Hauss Square Room 316  
New Albany, IN 47150  
812-948-5333

[www.cityofnewalbany.com](http://www.cityofnewalbany.com)

I, TRAVIS ELBLE [Host Organization Event Representative] understand and acknowledge the City of New Albany is requesting each Host Organization to comply with guidelines set forth by the City of New Albany, Floyd County Health Department, the State of Indiana, the United States government and the Center for Disease Control (CDC) to ensure the health and safety of the community and all of whom attend River Sweep [Event Name] on SAT. SEPT 12 [Event Date] at NA, Riverfront Park [Event Venue/Location].

The ORSANCO [Host Organization Name] understands and acknowledges that we must provide a comprehensive plan outlining steps that will be taken before, during and after our event in order to help keep all staff, volunteers, attendees and the community safe. We understand an Event Permit may be revoked upon consultation with the appropriate safety forces when the health and safety of the public is threatened by an emergency, disorder or other unforeseen condition which has arisen.

The ORSANCO [Host Organization Name] understands and acknowledges that the granting of a special event permit shall not, at any time, eliminate any rules and regulations, legislation, laws and/or ordinances passed by the City of New Albany, the State of Indiana or the United States federal government.

The ORSANCO [Host Organization Name] understands and acknowledges that as the City of New Albany and Floyd County Health Department monitor the COVID-19 virus, adjustments in the Health and Safety Plan for River Sweep [Event Name] may have to be made. We understand and acknowledge that if anything in our COVID-19 Health and Safety Plan is changed, we will need to submit the updated plan to the Board of Public Works for further review.

We will put the safety of the community first and stay up-to-date on all guidelines, rules and regulations, ordinances, and or laws set by the City of New Albany, Floyd County Health Department, the State of Indiana, the United States government and the CDC.

## Promoting Preventative Actions

### Waivers, Health Questionnaires and Health Screening:

Will it be required for staff, volunteers and attendees to sign a waiver or complete a health questionnaire? ☒ Yes ☐ No

If yes, please provide a draft of said document and any internal policies your organization has in regards to COVID-19.

Will staff and volunteers be required to have their temperatures checked prior to entering the venue space? ☐ Yes ☒ No

Will there be a health screening station attendees at the entrance of the venue (temperature checks, etc)? ☐ Yes ☒ No

Please list specifics:

Due To The Nature Of This Volunteer Cleanup Event, Masks Will Not Be Required.  
However, They Will Be Recommended. Gloves Will Be Provided. In Addition To The  
Public Restrooms, Hand Sanitizer Is Always Made Available.

### Signage:

Signage is required at every event to encourage all staff, volunteers and attendees to practice good personal health habits (such as: social distancing, wearing face masks, frequently using hand sanitizer and washing hands). All signs must be removed after the event is over. Please attach a map which specified locations of where stations will be located and any drafts of said signage.

### Hand Washing and Sanitation Stations:

It is required to have either hand washing stations or sanitation stations.

Please attach a map which specified locations of where stations will be located.

### Sanitation Supplies:

What other sanitation supplies will be provided to all staff, volunteers and attendees? Please list specifics:

Gloves Will Be Provided  
Hand Sanitizer Is Always Available  
Public Restrooms Have Soap and Water At Sink

Residential Parking Permit  
~~HANDICAPPED~~ SIGN REQUEST

NAME: MARCI Dreyer

ADDRESS: 2004 E Elm Street

TELEPHONE NO. 812-946-0527

~~HANDICAPPED~~ LICENSE PLATE # Ky 885 - BSF  
Nissan Sentra GXE 12-20  
white

\*\*\*\*\*

FOR STREET DEPT. USE ONLY:

NUMBER OF SIGN: \_\_\_\_\_