

AGENDA

A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL BE HELD IN THE THIRD FLOOR ASSEMBLY ROOM AT THE CITY/COUNTY BUILDING ON TUESDAY, SEPTEMBER 19, 2017 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

BIDS:

NEW BUSINESS:

1. Jonathon Esarey with Edward Jones re: Solicitor's permit

COMMUNICATIONS – PUBLIC:

OLD BUSINESS:

TABLED ITEMS:

2. Street cut request on Green Valley Road in front of school
3. Request from New Albany Farmer's Market for fundraiser
4. Request from Samantha Hackworth for audible crosswalk at Ekin Avenue and Vincennes Street
5. Request from Al Cardosa for curb cut at 1721 S. Audubon Drive

COMMUNICATIONS – CITY OFFICIALS:

1. Courtney Lewis re: Event permit request
 - Hitching Post Tavern Inc.- Harvest Homecoming Event

APPOINTMENTS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for September 12, 2017

ADJOURN:

A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WAS HELD IN THE THIRD FLOOR ASSEMBLY ROOM AT THE CITY/COUNTY BUILDING ON TUESDAY, SEPTEMBER 12, 2017 AT 10:00 A.M.

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

OTHERS PRESENT: Bryan Slade, Robert Lee, Chris Gardner, Sidney Main, Police Chief Bailey, Alicia Meredith, Linda Moeller, Courtney Lewis, Michael Hall, David Hall, Krystina Jarboe 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. Martin Hackworth re: Request for an audible crosswalk at Ekin Avenue and Vincennes Street

Samantha Hackworth, 616 E. 9th Street, explained that she has a son that is blind and registered at New Albany High School. She stated that they are trying to let him have some independence but he cannot see the red/green light at the crossing and asked if they could install an audible crossing for him to access the school.

Mr. Thompson stated that with the new equipment, they have been installing audible crossings so he would like to take it under advisement to see what all they would need to do.

Mr. Thompson moved to take this item under advisement, Mrs. Cotner-Bailey second, motion carries.

2. Al Cardosa re: Curb cut at 1721 S. Audubon Drive

Mr. Thompson stated that Mr. Cardosa was here but he told him that he hadn't noticed it on the agenda so he would go out to look at the location and then give him a call.

Mr. Thompson moved to take this item under advisement, Mrs. Cotner-Bailey second, motion carries.

3. Mike Dalton with BCM Constr. re: Phase 2 of Floyd County Jail

Ben Shireman, Shireman Construction, introduced Mike Dalton with DCM and explained that he is the contractor that is going to caulk the exterior of the jail facility and he just wanted to make them aware of what was going on and asked for permission to park a scissor lift on the sidewalk.

Mr. Dalton stated that the work will be going on over the next three months on and off and explained that they will have to go around the building at least three different times to clean, remove caulk and then re-caulk.

Mr. Nash asked if it would require them to close the sidewalk.

Mr. Shireman replied no and stated that they are going to wash the walls in the evening or early in the morning so that they will only be caulking during peak times.

Mr. Nash asked what hours they will do it.

Mr. Shireman stated that it will depend and fluctuate as the days get shorter.

Mr. Nash mentioned that some of the sidewalk was broken when they were working on the jail roof.

Mr. Shireman stated that they intend to repair that once the project is complete.

Mr. Thompson explained that he has been in contact with Mr. Shireman and told him that he would get him the specs on the sidewalk replacement.

Mr. Shireman added that they wanted to finish the project before they did any patching.

Police Chief Bailey asked where the scissor lift will be parked when it is not in use.

Mr. Shireman stated that they have it parked in the yard area in front of the building.

COMMUNICATIONS – PUBLIC:

Steve Crim requested a lift permit on October 26 so that he can switch out his holiday lights to Halloween and November 14 to switch for Christmas.

Mr. Thompson moved to approve the partial sidewalk closure and lift permit, Mrs. Cotner-Bailey second, motion carries.

Tony Nava, Chartres Street Neighborhood Association, stated that they are trying to take back their neighborhood and one item that he wanted to speak about is the water main project that is underway on their street. He explained that they have removed several yards of sidewalk and removed the access pads so he would ask that the pad be replaced as soon as possible. He requested “Children at Play” signs on Chartres Street and Locust Street particularly because they have issues with vehicles traveling at very high speeds. He asked if there was any way to have extra patrols in the area to address that issue. He asked if there was any information on the block watch signs.

Police Chief Bailey stated that he does not have any of those signs in stock and explained that the way it has been handled in the past is that if he has the money in his budget he would stock the signs. He added that he doesn’t anticipate being able to fund that until at least the first of the year. He stated that the only other option is for the neighborhood association to purchase them and then with the board’s approval, they can be installed.

Mr. Nava asked if Chief Bailey has a contact for where they can order those signs.

Police Chief Bailey asked that he wait for him after the meeting and he will connect him with the website.

Mr. Nava stated that they have noticed an increase in drug activity in the neighborhood by the tracks as well as squatters in the abandoned houses in the area and asked if they could add patrols to address that as well. He added that they are also curious about the storm drainage because they are having trouble with water in the area and stated that he has spoken with Mr. Thompson about this. He explained that they pulled the permits and the storm drains were installed about 70 years ago and they would like to know if knew curbs will be installed to help control some of the issues.

Mr. Thompson stated that there is a sanitary sewer project coming up on Jackson Street and that is why they are holding off on resurfacing the street.

Mr. Nava asked that they look at the storm drain in the area because it gets overloaded.

Mr. Nash asked Mr. Gardner to check into the storm drainage problem and Police Chief Bailey to check into the other requests.

Police Chief Bailey stated that they are aware of the situation and have an officer assigned as a liaison for their neighborhood.

Mike Simmons, Dixie Plumbing, stated that there is a Circle K located on Main Street that has some collapsed drains and they might have to cut into the alley for repairs. He asked what the board would need from him to do the work.

Mr. Thompson stated that he would have to obtain a cut permit to do the work but they would need to know the location and the size of the cut.

Mr. Simmons asked if they would need a drawing.

Mr. Thompson stated that he would contact him and set something up to meet him at the location.

Paul Lincks, HWC Engineering, explained that crews began this morning converting Market Street to two-way traffic, removing old signs and un-bagging signals. He stated that they were progressing east when he left them for the meeting and added that the sanitation department is assisting with street sweeping, and the police department is assisting with traffic. He explained that the plan was to do the angled stalls in the west bound direction today but they have to hold off because of the weather. He stated that the last conversion will be Elm Street but they aren't prepared to give the board a date at this time. He explained that they are coordinating a couple of projects that are going on in the area and he will let the board know as soon as they have something definite.

Mr. Nash asked if Elm Street is still a possibility this month.

Mr. Lincks replied yes.

Mr. Nash asked if there have been any problems with the other conversions.

Police Chief Bailey stated that to his knowledge they had a single crash on the first day that Spring Street was converted and their investigation showed that it didn't result from the road conversion. He added that Pearl Street and Bank Street had smooth transitions, and he was out on Market Street this morning and there haven't been any issues. He stated that this has opened up so many opportunities and options for emergency services to maneuver throughout the community and they are very happy about it. He added that they will continue to monitor as it progresses.

Mr. Thompson stated that at the Friday night concert the fire department responded to a couple of calls and they were able to maneuver through the area.

Mr. Lincks stated that the pedestrian activated crosswalks still needs to be installed so there will be minor work going on along these streets until completion.

Wes Christmas, Clark-Dietz, stated that the crews have been working on the portion of Charlestown Road between East 8th Street and Vincennes Street and as they got into the reconstruction, they ran into a conflict with a very shallow water line that has halted work. He explained that until they coordinate with IN-AWC for relocation they are in a holding pattern but as soon as they get an answer they will get a new schedule together. He stated at this time that segment of the road is closed but it has a fairly easy detour that is open to local traffic. He explained that the western most lane of East 8th Street has been milled and that will be patched and paved as soon as the weather breaks. He stated that they are relocating a water line at the intersection of Jackson Street and East 8th Street and it should be done in the next 2-4 weeks. He added that once that line is relocated, they will mill and overlay the northbound lane of East 8th Street. He stated that striping continues and there are some parking stalls that remain to be completed on State Street, but before they finish that up, they will move over to Silver Street to get the center line and any important turn lanes completed. He explained that the alley at Hedden Court will be done this week while they are waiting for answers regarding Charlestown Road.

Paige Thomas, Dave O'Mara, requested the following cut permits, Hays Drive & Budd Road 6'X6' street cut & 8.5'X6' street cut for a leaking valve, 1626 Hedden Court 1'X8' street cut for an emergency main leak, 1107 State Street 4'X4' sidewalk cut to replace and set service, 1606 Charlestown Road 5'X15' sidewalk cut for a service leak.

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

OLD BUSINESS:

TABLED ITEMS:

- 1. Street cut request on Green Valley Road in front of school**

Mr. Thompson stated that he has not received a response from the water company yet but he will get with them and bring it back to the board.

2. Request from New Albany Farmer's Market for fundraiser

Mr. Thompson stated that Ms. Lewis has been in contact with them but he doesn't think they have resolved all of the issues yet. He asked that it stay on the agenda.

COMMUNICATIONS – CITY OFFICIALS:

1. Courtney Lewis re: Event permit request for St. Mary's Catholic Church Fiesta

Ms. Lewis stated that they would like to close 8th Street on Saturday, September 16 from Spring Street to Elm Street from 8:00 a.m. until 1:00 a.m. which includes set up and break down.

Mr. Thompson stated that they are going to have a DJ and asked if they are aware of the noise ordinance.

Ms. Lewis replied yes.

Mr. Nash asked if there would be a stage or tent.

Ms. Lewis explained that they may have a tent in the parking lot.

Mrs. Cotner-Bailey asked Mr. Thompson if 8th Street will be in safe condition by Saturday.

Mr. Thompson stated that he spoke with the contractor and told him that the area needs to be surfaced prior to Saturday.

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

2. Courtney Lewis re: Event permit request for Graceland Baptist Church

Ms. Lewis explained that on Saturday, September 16th they are doing their Serve Day and would like to write positive affirmations on the sidewalks downtown with washable chalk.

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

3. Vicki Glotzbach re: Handicapped Parking Spot for 1944 Culbertson Avenue

Mrs. Glotzbach stated that this has been checked by the traffic division and they recommend approval.

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

4. Police Chief Bailey re: Fire at Kingsfield Apartments

Police Chief Bailey explained that Deputy Fire Chief Gadd and Fire Marshal Koehler are absent today due to a large fire overnight at Kingsfield Apartments. He stated that it broke out around 1:00 a.m. and required assistance from adjoining fire agencies but it is under control now. He added that it is currently under investigation but they don't have anything to report right now.

5. Mickey Thompson re: Request from Redmen Club to close the alley between Market Street and Main Street

Mr. Thompson explained that they would like to close the alley between Market Street and Main Street on Saturday, September 16th from 12:00-8:00 p.m. for a cornhole tournament.

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

6. Mickey Thompson re: Bono Road Project

Mr. Thompson stated that Jim Silliman was unable to attend today but he emailed the members an update on the Bono Road Project. He explained that they did the soil stabilization on the Cottom Avenue to Cardinal Drive side and they will be installing the stone base to open it back up to local traffic only. He stated that the intent is to move as scheduled with the Graybrook Lane to Cardinal Drive section this Friday and they will have a complete closure, weather permitting.

APPOINTMENTS:

CLAIMS:

Mrs. Moeller presented the following claims for the period of 08/22/17 to 09/11/17 in the amount of \$2,053,463.99:

General Claims (Bank 1):	469,633.99	
Fire Department:	8,589.94	
Police Department:	25,130.95	
Street Department:	6,208.04	
Parks Department:	21,489.63	
	Total From Above:	531,052.55
Medical/Drug Fund (Bank L):	693.50	
Payroll Claims (Bank 2):	1,071,826.27	
Sanitation Fund:	-	
Thursday Utility Claims:	449,891.67	
	Total From Above:	1,522,411.44
	Grand Total:	2,053,463.99

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

APPROVAL OF MINUTES:

Mrs. Cotner-Bailey moved to approve the Regular Meeting Minutes for September 5, 2017, **Mr. Thompson** second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:45 a.m.

Warren V. Nash, President

Vicki Glotzbach, City Clerk



Special Event Permit Application

311 Hauss Square Room 316, New Albany, IN 47150
812-948-5333
www.cityofnewalbany.com

Name of Organization: Hitching Post Tavern INC
Name of Applicant: Sarmid Hermiz Date: 14 September 2017
Address: 115W Market St. City: New Albany State: IN Zip: 47150
Contact Phone: (812) 670-5360 Email: sarmid.hermiz@hitchingposttavern.com
Onsite event day contact person: Sarmid Hermiz Phone: 812-670-5360

Event Information

Type of Event			
<input type="checkbox"/> Run/Walk	<input type="checkbox"/> Rally	<input type="checkbox"/> Parade	<input type="checkbox"/> Wedding Ceremony/Photos
<input type="checkbox"/> Fair	<input type="checkbox"/> Concert	<input type="checkbox"/> Picnic	<input checked="" type="checkbox"/> Other (Specify) <u>Harvest Homecoming</u>

Event Title: Harvest Homecoming
Event Date: 12 October 2017 Estimated Attendance: 500
to 15 October 2017
Requested Park: Bicentennial Park Riverfront Amphitheater City Square
 Other (Specify) Parking spots adjacent to 117 W Market
Event Hours: 10 AM/PM - 3 AM/PM
Set Up Hours: 8 AM/PM - 5 AM/PM Tear Down Hours: 8 AM/PM - 5 AM/PM

Please indicate all of the following that apply to your event

- | Yes | No | |
|-------------------------------------|-------------------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | FOOD CONCESSIONS |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | ALCOHOLIC BEVERAGES |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | FIRST AID FACILITY AND AMBULANCE |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | TABLES AND CHAIRS SET UP, IF YES HOW MANY _____ |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | FENCING, BARRIERS, BARRICADES |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | ELECTRICITY REQUIRED, IF YES SOURCE <u>117 W Market St., New Albany, IN 47150</u> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | BOOTHS, EXHIBITS, DISPLAYS |

- CANOPIES, TENTS, STRUCTURES (must be approved by building commissioner/ fire marshal)
- VEHICLES, TRAILERS, IF YES HOW MANY _____
- TRASH CONTAINERS, DUMPSTERS
- PORTABLE TOILETS
- ENTERTAINMENT, IF YES PLEASE DESCRIBE Jukebox
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE _____

Voluntary Donations

While there is no fee for the use of our non-parks public spaces, donations are accepted for the use of the City of New Albany Bicentennial Park, Riverfront Amphitheater, City Square or any other non-parks public space. Contributions support a broad array of recreational activities for residents and visitors, as well as helping to maintain our ever evolving park system. Donations made to New Albany Parks and Recreation Department are tax deductible.

Other permits

All components of the event are subject to Board of Works approval and may require approval by and/or permits from other agencies. Board of Works approval permits use of the specified space under the terms of the permit and does not constitute permission from other agencies. Events that impact other agencies must seek proper approval and permitting from said agencies. It is the express responsibility of the applicant to secure all necessary permissions and paperwork.

Insurance Requirements

Proof of insurance may be required before final permit approval. Each event is evaluated on its risk and exposure. The City of New Albany is not responsible for any accidents to persons or property resulting from the issuance of this permit.

Affidavit of Applicant

Everything that I have stated on this 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 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.

For any questions regarding special event permitting, please contact Courtney Lewis at clewis@cityofnewalbany.com or 812.948.5333.

Name of Applicant: Sarmid Hernandez (please print)

Signature: *Sarmid Hernandez* Date: 14 September 2017

Office Use Only			
_____ Approved	Notes: _____	_____	
_____ Denied	Signed: _____	Date: _____	_____
(Board of Works President)			



BEER / WINE AUTHORITY / TYPE 118

State Form 35494 (R8 / 11-15)

Approved by State Board of Accounts, 2015

Send, deliver, or mail to:

DISTRICT 1
52422 County Road 17
Bristol, IN 46507
Telephone: (574) 264-9480

DISTRICT 4
651 S. Commerce Dr.
Seymour, IN 47274
Telephone: (812) 523-8314

DISTRICT 2
1353 South Governors Drive
Columbia City, IN 46725
Telephone: (260) 244-4285

DISTRICT 5
3650 South US Hwy 41
Vincennes, IN 47591
Telephone: (812) 882-1292

DISTRICT 3
279 West 300 North
Crawfordsville, IN 47933
Telephone: (765) 362-8815

DISTRICT 6
6400 East 30th Street
Indianapolis, IN 46219
Telephone: (317) 541-4100

- INSTRUCTIONS:**
1. Applicant must complete all requested information.
 2. Please type or print clearly.
 3. Submit application and payment to the local excise district office.

STEP 1. GENERAL INFORMATION			
Name of applicant applying for permit (organization, club, corporation, individual) HITCHING POST TAVERN INC			TM Permit number (issued by ATC)
Address of applicant (number and street, city, state, and ZIP code) 115 W MARKET ST., NEW ALBANY, IN 47150			E-mail address sarmid.hermiz@hitchingposttavern.com
Name of person making application SARMID HERMIZ	Fax number ()		Emergency contact telephone number (812) 670-5360
Printed name of contact person of event SARMID HERMIZ			Emergency contact telephone number (812) 670-5360
STEP 2. EVENT INFORMATION			
Beginning day FRIDAY	Beginning date (month, day, year) 10/13/2017	Ending day SATURDAY	Ending date (month, day, year) 10/14/2017
Time of event Start time 10:00 <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM		End time 3:00 <input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	
Type or description of event HARVEST HOMECOMING FESTIVAL IN DOWNTOWN NEW LBANY			
Exact address of event (number and street, city, state, and ZIP code) 117 W MARKET ST., NEW ALBANY, IN47150			
STEP 3. FLOOR PLAN (See Step 4, Number 2)			
Alley			
SIDEWALK	115 W. Market		
	117 W. Market	Grassy Area	
← parking spaces →			
City Parking Lot			

STEP 4. ACKNOWLEDGEMENT

In order to qualify for this authority to serve beer and wine, the following guidelines must be met:

1. There must be a **well defined premises**, i.e. building, tent, enclosure, or fenced-in or designated area.
2. You must have a defined floor plan or diagram. This is to be drawn on Page 1, Step 3 of this application. If minors are to be present, you must have a defined separation between the bar area and family area. *(Must be on floor plan.)*
3. There shall be **NO** carry-out privileges, **NO** carry-in privileges and **NO** spirituous beverages allowed.
4. Each applicant must designate an individual to be responsible for the event and such person shall sign the authority.
5. **ANY** and **ALL** persons dispensing or accepting payment for alcoholic beverages **MUST POSSESS** a valid ATC employee permit.
6. The event must meet applicable Indiana State Board of Health requirements, particularly with regard to restroom facilities.
7. If the event is held in a town park, you must have approval from the town board.
8. Legal Hours of dispensing alcoholic beverages: (Prevailing time)
 Monday through Saturday -- 7 AM to 3 AM the following day
 Sunday -- 7 AM to 3 AM the following day
9. **Applicant must file with the district office at which the event will be held at least five (5) days prior to the event.**
10. The authority must be posted in the most conspicuous place at the location of the event. An excise officer or commissioner, for good cause, has the authority to revoke the authority during the event.

STEP 5. COMMUNITY CLEARANCE

1. Signature of Sheriff of county, or Chief of Police, or Town Marshall of jurisdiction where the event will be held	Date signed (month, day, year)
2. Signature of the mayor (if the event is held in Fort Wayne)	Date signed (month, day, year)
<p>Note: Please post your approved request in a conspicuous place where the alcoholic beverages are being dispensed at the location. If for any reason this request is denied, you may be notified either in person or by telephone.</p>	
<p>I swear or affirm under penalties of perjury that the information is true and accurate.</p>	
Signature of permittee / agent (Your signature acknowledges that you have read and will abide by the rules and guidelines.)	Date signed (month, day, year)

FOR DISTRICT USE ONLY

District number	Date issued (month, day, year)
Reviewed by Excise Police District Representative	<input type="checkbox"/> Approved <input type="checkbox"/> Denied

1. ALL EVENTS ARE \$50.00 PER DAY. BUSINESS CHECKS OR MONEY ORDERS ARE ACCEPTED MADE OUT TO THE INDIANA ALCOHOL AND TOBACCO COMMISSION.
2. SERVING PAST MIDNIGHT, NO LATER THAN 3 AM, IS ONE (1) DAY.
3. NO RAIN CHECKS ON ANY OF THE ABOVE EVENTS.