

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, OCTOBER 17, 2017 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

BIDS:

NEW BUSINESS:

1. Carl J. Goodman, Jr. re: Dumpster permit request at 1928 E. Elm Street
2. Sarah Galbin with Outfront Media re: Replacing Tarc shelter in front of Baptist Floyd hospital. 502-812-1785

COMMUNICATIONS – PUBLIC:

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

1. Courtney Lewis re: Special event permits
 - St. John's Lodge Fish Fry
 - First Church of God Trunk-N-Treat

APPOINTMENTS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for October 10, 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, OCTOBER 10, 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, Assistant Police Chief Fudge, Deputy Fire Chief Gadd, Fire Marshal Koehler, Alicia Meredith, Linda Moeller, Larry Summers, Claire Johnson, 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. Rob Tuma re: Banner request for Trunk or Treat event on October 28th

Mr. Tuma stated that he is with Graceland Baptist Church and this is for their community event on Saturday, October 28th from 4:00 p.m. until 6:00 p.m. He said that he would like for the banner to be hung on Charlestown Road on Monday, October 16th.

Mr. Thompson stated that he hopes the banner doesn't cause any confusion with the city's Trunk or Treat event on the same day.

Mrs. Cotner-Bailey stated that she thinks it will be alright because the banner will be hung on Charlestown Road.

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

COMMUNICATIONS – PUBLIC:

Mr. Wes Christmas, Clark-Dietz, stated that this is a relatively light work week because of Harvest Homecoming but MAC is out on E. Main Street to place rejuvenator on the parking lanes and would like to complete that today or tomorrow weather permitting.

Mr. Thompson stated that rain is supposed to come in today and if the weather conditions prevent them from getting it down then they will hold off.

Mr. Christmas said that in addition to that, they would like to jump over to Green Valley Road because they still haven't been able to finish there because of weather and then their spray truck broke down. He stated that they also asked to get Charlestown Road completed this week but he asked them to hold off on that because he didn't think that the board would want them to do that until after this week. He said that they will do whatever the board wishes.

Mr. Thompson said that he knows that needs to get done and asked Mr. Christmas if his inspector is with them and will make sure that they don't put down more than can cure if it looks like we are going to get bad weather.

Mr. Christmas replied yes. He added that he didn't think that the board would want anything going on at E. Main Street after tomorrow.

Mr. Nash stated that he doesn't think that they want anything going on anywhere after tomorrow.

Mr. Christmas asked if they could possibly resume rejuvenation on Green Valley Road.

Mr. Thompson replied no and stated that he didn't think that would be a good idea this week.

Mr. Christmas stated that he would pass along to them that no rejuvenator work will be allowed beyond tomorrow. He then stated that AllTerrain is finishing striping and parking lanes on State Street and they would then like to move over to finish striping the bike lanes on Silver Street which should take two to three days.

Mr. Nash asked that they be held off after Wednesday. He then asked why they don't completely finish a road once they start it.

Mr. Christmas stated that he would probably have to have them come to speak on that. He then said that their production level has been a little slower than desired as far as striping and they have been bounced from job to job a lot.

Mr. Thompson stated that some of it has been caused by us because we told them that we would prefer that center lines and stop bars be put down for safety reasons before they work on bike lanes or parking lanes.

Mr. Nash stated that it seems they could finish parking lanes.

Mr. Christmas stated that they start working on parking lanes but if another street becomes ready to be paved that has center line markings and turn lanes then they have to move to that job because those markings are more critical.

Mrs. Cotner-Bailey stated that at State Street and Elm Street going towards downtown there seems to be white center line missing between the straight lane and the left turn lane.

Mr. Christmas stated that he would check on that to see if something was missed because that is where the two projects came together. He then stated that reconstruction on Charlestown Road is still on hold due to the water main relocation project and last week they placed stone down to get the road reopened and with the traffic and rain it got washed out and was pretty rough. He requested to regrade that area to smooth it back out and in order to do that, the contractor is requesting to be reimbursed an extra \$3,100.00 so he requested authorization from the board to do that.

Mr. Thompson stated that he spoke with a resident in that area that requested that portion of Charlestown Road be open to local traffic only because of the dust as well as speeding concerns.

Mr. Nash stated that the city is getting severely criticized for not giving more notification to the residents.

Mr. Summers stated that a letter did go out to the residents in that particular area explaining that there was a water main issue which put the project on hold until that can be rectified. He added that the rest of the folks in the community wouldn't have necessarily known about it right away.

Mr. Thompson stated that the water company has submitted their plans for the main replacement to IDEM and is now waiting on approval.

Mr. Christmas stated that the contractor requested to restrict it to local traffic as well because of the lack of compaction they are able to put on the stone since the water line is so shallow.

Mrs. Cotner-Bailey moved to approve the closure of Charlestown Road from Vincennes Street to the North Y to allow local traffic only and to regrade that portion of Charlestown Road for a cost of \$3,100.00, Mr. Thompson second, motion carries.

Mr. Thompson stated that he or Mr. Summers will contact IDEM to see if there is anything that can be done to expedite the approval of the plans from the water company so that we can get the reconstruction done.

Mr. Christmas stated that a different water line project at the intersection of Jackson Street and 8th Street began this week. He said that they should complete the water line installation by the end of this week and complete the necessary testing next week. He said hopefully by Friday, October 20th they will be clear and we will be able to resume the work on E. 8th Street.

Mr. Sonny Dickerson, HWC Engineering, reported that Elm Street was converted last Tuesday so all conversions are now complete. He said that by the end of this week they should have all of the rapid flashing warning beacons activated at the crossings. He added that all of the pedestrian push buttons have been installed and activated. He explained that tying in of all loops will begin this afternoon or early tomorrow morning and will be completed by the end of this week. He also explained that all striping will not be completed this week because of weather. He said that on Thursday they are going to start on the new foundation for the controller cabinet at Spring Street and 15th Street and will install the cabinet next week.

Mr. Thompson suggested that any work they want to do this week be coordinated with him.

Mr. Dickerson stated that they know that no striping is allowed on the downtown grid after tomorrow.

Mr. Summers asked Mr. Dickerson if they got in touch with the manufacturer to get that chip situation rectified.

Mr. Dickerson replied that once everything is completed, he will take all of the faulty ones out and ship them back then they will send all new ones.

Mr. Nash stated that someone mentioned to him that the light at State Street and Market Street is extremely long.

Mr. Summers stated that once the loops are tied in, it will shorten the cycle length and if there isn't anyone at the turn lane then the turn light will not have to come on. He also stated that he has a meeting with INDOT tomorrow and they are going to look at a couple of different things that can be done at that intersection to hopefully decrease the amount of time.

Mrs. Cotner-Bailey asked if anything can be done for Harvest Homecoming traffic.

Mr. Summers stated that they are hoping to do something that will work during Harvest Homecoming so that some of the traffic issues will be mitigated. He also stated that the only loop that has been connected and spliced so far is on Vincennes Street and Spring Street because traffic was backing up several blocks. He said that after loops were set up he sat there until about 6:00 p.m. and watched traffic and it never backed up further than E. 18th Street. He also said that the traffic will drastically improve everywhere once all of the loops are connected and spliced.

Mr. Thompson asked if they are focusing on that this week.

Mr. Summers replied yes and stated that after he saw the problem Friday, he requested that the contractor focus on that until all of the loops were tied in.

Mr. Thompson stated that Wednesday night that section of Market Street will be closed anyway.

OLD BUSINESS:

1. Mickey Thompson re: Dumpster permit request at 811 E. Spring Street

Mr. Thompson stated that he met with Mr. Cain and he does have a parking area at the back of his property where he can angle in the dumpster so it should not interfere with traffic in the alley. He also stated that there are some issues in that area with lighting and he told him that he will try to help him with that.

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

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

1. Vicki Glotzbach for Levi Haines re: Stoplight at 13th & Elm

Mrs. Glotzbach explained that she received a call from Mr. Levi Haines and he wanted to request a stoplight at 13th Street and Elm Street because people are speeding through there. She stated that he couldn't attend the meeting so he asked that she present the request for him.

Mr. Summers stated that part of the overall grid project is wiring in the loops and once all of the RRFBs are put in, they will systematically watch each of the intersections to see if improvements are going to need to be made. He also stated that he has not identified a need for a stoplight at that intersection and that there is an RRFB there so pedestrians have an improved situation with the crosswalk and flashing lights.

Mr. Nash stated that he is guessing that 13th Street would not warrant a light.

Mr. Summers agreed.

2. Vicki Glotzbach re: Handicapped spot requests for 1823 E. Market Street and 2127 Reno Avenue

Mrs. Glotzbach presented two handicapped spot requests. She said that the first one is for 1823 E. Market Street and the second one is for 2127 Reno Avenue. She stated that the traffic division has reviewed both requests and approved them so now they just need to be approved by this board.

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

3. Mickey Thompson re: Water main relocation work approved on Beechwood Avenue

Mr. Thompson explained that the work the board approved on Beechwood Avenue has been postponed until next week because the water company had some issues that they were trying to work out with one of the residents.

4. Mickey Thompson re: Emergency work at the North Y

Mr. Thompson explained that there is an emergency valve repair that has to be done at the intersection where 8th Street, Grant Line Road and Charlestown Road all come together but no roads will have to be closed. He said that the residents have been notified because it does require a water shut down.

APPOINTMENTS:

CLAIMS:

Mrs. Moeller presented the following claims for the period of 09/26/17 to 10/09/17 in the amount of \$1,774,115.29:

General Claims (Bank 1): 109,369.41

Fire Department: 29,750.10

Police Department: 18,230.47

Street Department:	2,004.45	
Parks Department:	42,856.25	
	Total From Above:	202,210.68
Medical/Drug Fund:	1,185.25	
(Bank L)		
Payroll Claims:	971,984.53	
(Bank 2)		
Sanitation Fund:	10,412.74	
Thursday Utility Claims:	588,322.09	
	Total From Above:	1,571,904.61
	Grand Total:	1,774,115.29

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

APPROVAL OF MINUTES:

Mr. Thompson moved to approve the Regular Meeting Minutes for October 3, 2017, Mrs. Cotner-Bailey second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:35 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: First Church of God

Name of Applicant: Cheryl Popp Date: 10-11-17

Address: 2248 Charlestown Rd City: New Albany State: IN Zip: 47150

Contact Phone: (502) 432-1276 Email: ~~CPopp~~ Cheryl ~~CPopp~~ @nafce.org

Onsite event day contact person: Cheryl Popp Phone: 502 432 1276

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 type="checkbox"/> Other (Specify) <u>Trunk-N-Treat</u>	

Event Title: Trunk-N-Treat

Event Date: 11-28-17 Estimated Attendance: 300

Requested Park: Bicentennial Park Riverfront Amphitheater City Square

Other (Specify) Requesting to close alley between church park in lots

Event Hours: 11 ~~AM/PM~~ 1 ~~AM/PM~~

Set Up Hours: 10 ~~AM/PM~~ - 11 ~~AM/PM~~ Tear Down Hours: 1 ~~AM/PM~~ 2 ~~AM/PM~~

Please indicate all of the following that apply to your event

- | | | |
|-------------------------------------|-------------------------------------|---|
| Yes | No | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | FOOD CONCESSIONS |
| <input type="checkbox"/> | <input checked="" 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 _____ |
| <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 HOWMANY 20
- TRASH CONTAINERS, DUMPSTERS
- PORTABLE TOILETS
- ENTERTAINMENT, IF YES PLEASE DESCRIBE _____
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE one bounce house

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

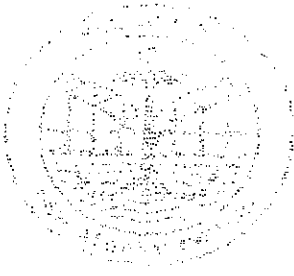
Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations listed on this and all applicable forms, including City of New Albany ordinances, as they pertain to the requested usage. Applicant 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: Cheryl Lopp (please print)

Signature: *Cheryl Lopp* Date: 10-11-17

Office Use Only			
<input type="checkbox"/>	Approved	Notes: _____	
<input type="checkbox"/>	Denied	Signed: _____	Date: _____
(Board of Works President)			



Name of Organization: St. John's Lodge #8
 Name of Applicant: Jackie L. Robinson Date: 10-12-17
 Address: 100 Vincennes St City: Indianapolis State: IN Zip: 47150
 Contact Phone: (812) 987 5483 Email: jlr@robinson309@aol.com
 Onsite event day contact person: ROLANDON FINCH Phone: 502-593-4338

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>Fund Raiser</u>

Event Title: Fish Fry

Event Date: Oct. 27 & 28, 2017 Estimated Attendance: _____

Requested Park: Bicentennial Park Riverfront Amphitheater City Square

Other (Specify) Corner of Vincennes & Mass (in front of city Bldg)

Event Hours: 11 AM/PM - 6 AM/PM

Set Up Hours: _____ AM/PM - _____ AM/PM Tear Down Hours: _____ AM/PM - _____ AM/PM

Please indicate all of the following that apply to your event

Yes No

FOOD CONCESSIONS

ALCOHOLIC BEVERAGES

FIRST AID FACILITY AND AMBULANCE

TABLES AND CHAIRS SET UP, IF YES HOW MANY _____

FENCING, BARRIERS, BARRICADES

ELECTRICITY REQUIRED, IF YES SOURCE _____

BOOTHS, EXHIBITS, DISPLAYS

Pop up tent (our own)

- 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 _____
- 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.

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 812.948.5333.

Name of Applicant: Jackie L. Robinson (please print)

Signature: *[Handwritten Signature]*

Date: 10-12-17

Office Use Only

