

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, MAY 2, 2017 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

NEW BUSINESS:

1. Cody King re: Stop sign on Cherokee and Wahoo 502-475-9726

COMMUNICATIONS - PUBLIC:

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Courtney Lewis re: Special Event Permit Request for ORSANCO River Sweep and The Studio BellyDance Class

APPOINTMENTS:

BIDS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for April 25, 2017

ADJOURN:

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, APRIL 25, 2017 AT 10:00 A.M.

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

OTHERS PRESENT: Fire Marshal Koehler, Linda Moeller, Chris Gardner, Bryan Stade, Sidney Main, Larry Summers, Tonya Fisher, David Hall, Jessica Campbell, David Brewer, Police Chief Bailey, Assistant Police Chief Ken Fudge, Courtney Lewis and Mindy Millburn

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

NEW BUSINESS:

1. **Mike Gutirie re: Sidewalk closures at the assisted living facility 1420 Main Street and request to fence off parking lot**

Mr. Gutirie explained that they would like to close off the sidewalks around the building during construction which would be from the first of May to the first of February. He passed out a drawing of the location for the board to review, said drawing is on file with the city clerk's office. He stated that it will be approximately 15 feet around the building with two entrances and explained that they would post advanced signage. He explained that the second request involved the vacant lot on the east side of the building that the city owns and they would like to fence in portion of that for the security around their material containers.

Mr. Nash asked if anyone from the city has given him permission to use the lot.

Mr. Gutirie replied no.

Mr. Nash asked what the purple area on the map indicates.

Mr. Gutirie explained that is the new city parking lot that is being built on the west side of the building.

Mr. Nash asked if they have all of their construction permits

Mr. Gutirie stated that they are getting those today.

Mrs. Cotner-Bailey asked how long they would need the parking lot.

Mr. Gutirie stated that they would need that from May 1, 2017 to May 1, 2018.

Mr. Nash stated that he isn't comfortable approving the lot without running it by legal first.

Mrs. Cotner-Bailey suggested that they approve it contingent upon review.

Mr. Thompson asked for advanced signage to let the public know to use the opposite side of the sidewalk during construction.

Mr. Thompson moved to approve the sidewalk closure and lot usage subject to legal review, Mrs. Cotner-Bailey second, motion carries

2. **Ronda Trimble re: Sign for Wrubel Home Inspection 1618 East Market Street**

Ms. Trimble passed out a drawing of the sign request and explained that they purchased She explained that there is already a metal pole with chains attached to the building to hang a sign and they will be installing a 2'X4' illuminated box sign

Mr. Nash asked Mr. Summers if he has seen the drawings.

Mr. Summers reviewed the plans and stated that he doesn't have any issues with the request.

Mr. Nash asked if she is in an area that would require a certificate of appropriateness

Ms. Trimble stated that she will check but she doesn't think it is.

Mr. Thompson moved to approve subject to acquiring certificate of appropriateness if necessary, Mrs. Cotner-Bailey second, motion carries

3. Brian Hampton re: Placing awning at Floyd County Brewing

Mr. Hampton explained that they have a raised patio slab in front of 139 West Main and they are looking to install an awning to protect from weather. He presented the board with drawing of the location and explained that the frame is cedar planks that would go to the edge of the slab.

Mr. Nash asked how wide the slab is.

Mr. Hampton replied ~8'X4'

Mr. Nash asked if it is on city property.

Mr. Hampton stated that there is some debate about that and explained that he doesn't think it is nor was it brought up when they were building it.

Mr. Nash asked if he has a survey.

Mr. Hampton stated that he doesn't but would assume that the design firm that worked on the building took care of all of that. He stated that the slab is already on the property and semi enclosed they just want to provide overhead shelter.

Mr. Summers stated that based on city maps from 1886 it shows the property line at the front face of the brick building.

Mr. Hampton stated that the confusing part of that is that there is poured concrete between the sidewalk and the building and it isn't city sidewalk poured concrete.

Mrs. Cotner-Bailey asked if that was poured before they bought the building.

Mr. Hampton replied yes.

Mr. Thompson asked how soon they would like to install the awning.

Mr. Hampton stated that they have been dialoging about this for almost two months so as soon as possible.

Mr. Thompson stated that it sounds like they need to have a conversation with legal and plan commission. He asked if they has spoken with anyone in the building commissioner's office.

Mr. Hampton stated that he has been emailing back and forth with Mr. Brewer.

Mr. Brewer stated code wise he thinks they can get it done and doesn't see any issues. He explained that they do need to double check accessibility but the biggest issues is whether or not it is on city property. He stated that they only way to solve that is to get a survey done.

Mr. Thompson stated that it may have already been done and he will check to make sure. He added that if it turns out to be on city property there may be some insurance required.

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

COMMUNICATIONS – PUBLIC:

Derek Misch requested ramp closures with detour for Brown Station Way to Providence Way from May 1, 9:00 a.m.–May 26, 5:00 p.m. He explained that this is just extending the same control pattern they have now overnight for the next few weeks.

Mr. Nash asked if they take the ramp closed sign down when it isn't closed.

Mr. Misch stated that they push everything to the side. He presented a photo to the board and explained that there was some concern about the ramp being narrowed down and stated that the trucks are still hopping the curb. Said photo is on file with the city clerk's office. He suggested that the board consider installing a "no trucks" sign and added that it is right where they are planting some of the landscaping.

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

Mr. Nash stated that they will review the issue with the trucks jumping the ramp.

Teresa Riley requested an ice cream vending permit for Jumbo Wholesale and presented her health department certificate to the board.

Police Chief Bailey asked if about her truck and her company and what it is they do.

Mrs. Riley stated that she is present on behalf of Jumbo Wholesale that is located off of Petunia Avenue in Louisville. She explained that they have trucks with freezers installed and they load them up with ice cream and drive around the city trying to sell them.

Police Chief Bailey asked what type of trucks they have.

Mrs. Riley explained that they have one truck that they want to run in the city of New Albany which is a van that has an extended camper so that individuals can stand up inside.

Police Chief asked if she is present today as a result of the police or another government body having interaction with their company letting them know that they need a permit.

Mrs. Riley replied not to her knowledge.

Police Chief Bailey stated that they have had an ongoing problem with some of the ice cream vendors sidestepping the ordinance and not coming to this board for permission and the correct permits. He explained that the police department has been instructed to continue to cite them as they operate until they get the necessary permit do so. He stated that there are some safety concerns for him with the vehicles making multiple stops with children present as many of the vehicles aren't equipped with the proper emergency equipment to alert other motorists that they are stopping and children might be present. He added that another issue identified with these vehicles is the sound issue from the music being played that potentially violates the noise ordinance. He suggested that if the board chooses to approve the permit to make it contingent upon inspection of the vehicles by the police department and to prohibit the use of music.

Mr. Nash asked if their vehicles make noise.

Mrs. Riley replied yes and explained that they can control the volume or turn it off.

Mr. Nash stated that they would like a list of drivers as well to provide to the police department.

Mrs. Cotner-Bailey asked if they have set hours.

Ms. Riley stated that they don't run until after the kids get out of school and they do not run past 8:15 p.m. during the week 9:00 p.m. on the weekends.

Police Chief Bailey suggested that the board take this under advisement and have her arrange for the inspection of the vehicles with the police department.

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

Paige Thomas requested cut permits for an emergency main break on Maple Court and Eastwood Avenue -- 9'X10' street cut, a main leak at 515 East 5th - 5'X6' street cut, a service leak at 1131 Burton Avenue -- 4'X5' sidewalk cut, and a meter set replacement at 1710 Grant Line Road -- 2'X3' street cut & 4'X5' sidewalk cut. She stated that they will have flaggers at this last location.

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

Mr. Thompson asked if they will have someone call him so that he can let emergency services know.

Ms. Thomas stated that it will probably be Thursday or Friday.

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Mindy Milburn re: Handicapped sign request for Brooks Vermillion at 1517 Dewey St.

Ms. Milburn explained that Officer Miller has been out to the location for inspection and recommends approval.

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

2. Larry Summers grid modernization project

Mr. Summers informed the board that the contractor was supposed to begin underground work at the intersection of Spring and Vincennes this week and work their way down. He asked Mr. Christmas to update the board on West 1st and West Main.

Wes Christmas stated that the contractor had hoped to start this week but they are still waiting for their pipe materials to come in for the new storm piping that is being installed. He explained that they will be doing intersection bump-outs at this location and adding pedestrian crossing signals but they didn't want to start any demo work until the piping arrived and they expect it to come in this week.

APPOINTMENTS:

BIDS:

CLAIMS:

Mrs. Moeller presented the claims docket for 04/11/17 to 04/24/17 for approval.

General Claims (Bank 1): 238,047.99

Fire Department: 17,871.87

Police Department: 38,704.15

Street Department: 16,825.88

4

Parks Department:

60,032.06

Total From Above:

371,481.95

Medical/Drug Fund (Bank 1):

65,624.72

Payroll Claims (Bank 2):

743,917.35

Sanitation Fund:

91,080.00

Thursday Utility Claims:

93,276.28

Total From Above:

993,898.35

Grand Total:

1,365,380.30

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

APPROVAL OF MINUTES:

Mrs. Cotner-Bailey moved to approve the Regular Meeting Minutes for April 18, 2017, Mr. Thompson second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:47 a.m.

Warren V. Nash, President

Mindy Milburn, Deputy City Clerk

Special Event Permit Application

311 Hauss Square Room 316, New Albany, IN 47150

812-948-5333

www.cityofnewalbany.com



Name of Organization: CRS&N CO

Name of Applicant: TRAVIS ELBLE

Date: 4-24-17

Address: 7919 MARY NAYLOR RD. City: FLOYD COUNTY State: IN Zip: 47119

Contact Phone: (502) 641-8582 Email: JUNKMETLMANIA@YAHOO.COM

Onsite event day contact person: TRAVIS ELBLE Phone: 502-641-8582

Event Information

<input type="checkbox"/> Fair	<input type="checkbox"/> Concert	<input type="checkbox"/> Picnic
<input type="checkbox"/> Run/Walk	<input type="checkbox"/> Rally	<input type="checkbox"/> Parade
<input type="checkbox"/> Wedding Ceremony/Photos	<input checked="" type="checkbox"/> Other (Specify) <u>TRASH cleanup</u>	

Event Title: OHIO RIVERSWEEP

Event Date: June 17, 2017 Estimated Attendance: 50-100 ±

Requested Park: Bicentennial Park Riverfront Amphitheater City Square

Other (Specify) Riverfront Park - NOT ACTUALLY THE AMPHITHEATER

Event Hours: 9 AM/PM - 2 AM/PM

Set Up Hours: 8:30 AM/PM - 9 AM/PM Tear Down Hours: 2 AM/PM - 2:30 AM/PM

Please indicate all of the following that apply to your event

	Yes	No
FOOD CONCESSIONS <u>will have small picnic, but no food for sale</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ALCOHOLIC BEVERAGES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FIRST AID FACILITY AND AMBULANCE <u>(will have first aid kit on hand)</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TABLES AND CHAIRS SET UP, IF YES HOW MANY <u>1 table 2 chairs</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
FENCING, BARRIERS, BARRICADES	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ELECTRICITY REQUIRED, IF YES SOURCE	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BOOTHS, EXHIBITS, DISPLAYS <u>FLOYD COUNTY SOLD WATER MAY HAVE INTO TRUCK</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Office Use Only

Approved Notes: _____

Denied Signed: _____ Date: _____

(Board of Works President)

Signature: [Signature] Date: 4-24-17

Name of Applicant: TRAVIS EBLE (please print)

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

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

Affidavit of Applicant

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.

Insurance Requirements

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.

Other permits

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.

Voluntary Donations

<input checked="" type="checkbox"/>	CANOPIES, TENTS	1 EZ UP Canopy
<input checked="" type="checkbox"/>	VEHICLES, TRAILERS, IF YES HOW MANY	TRUCK, 1 GOLF CART
<input type="checkbox"/>	TRASH CONTAINERS, DUMPSTERS	100MPSTER (STREET BEPT)
<input checked="" type="checkbox"/>	PORTABLE TOILETS	we normally have the bathrooms unlocked morning event
<input checked="" type="checkbox"/>	ENTERTAINMENT, IF YES PLEASE DESCRIBE	
<input checked="" type="checkbox"/>	INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE	

Y
N

Special Event Permit Application

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



Name of Organization: THE STUDIO BELLY DANCE + MORE

Name of Applicant: PACHTEL REICH Date: _____

Address: 225 PEARL ST City: NEWALBANY State: IN Zip: 47150

Contact Phone: 812-989-0821 Email: PACHTEL REICH@AOL.COM

Onsite event day contact person: PACHTEL REICH Phone: 812-989-0821

Event Information

Run/Walk	Rally	Parade	Wedding Ceremony/Photos
Fair	Concert	Picnic	Other (Specify) <u>TRU HOOP/BELLY DANCE MEET-UP/CAMS</u>

Event Title: HOOP DANCE ON THE AVENUE

Event Date: May 11 + 15 Estimated Attendance: 12 TO 15

Requested Park: X Bicentennial Park X Riverfront Amphitheater _____ City Square _____

Other (Specify) _____

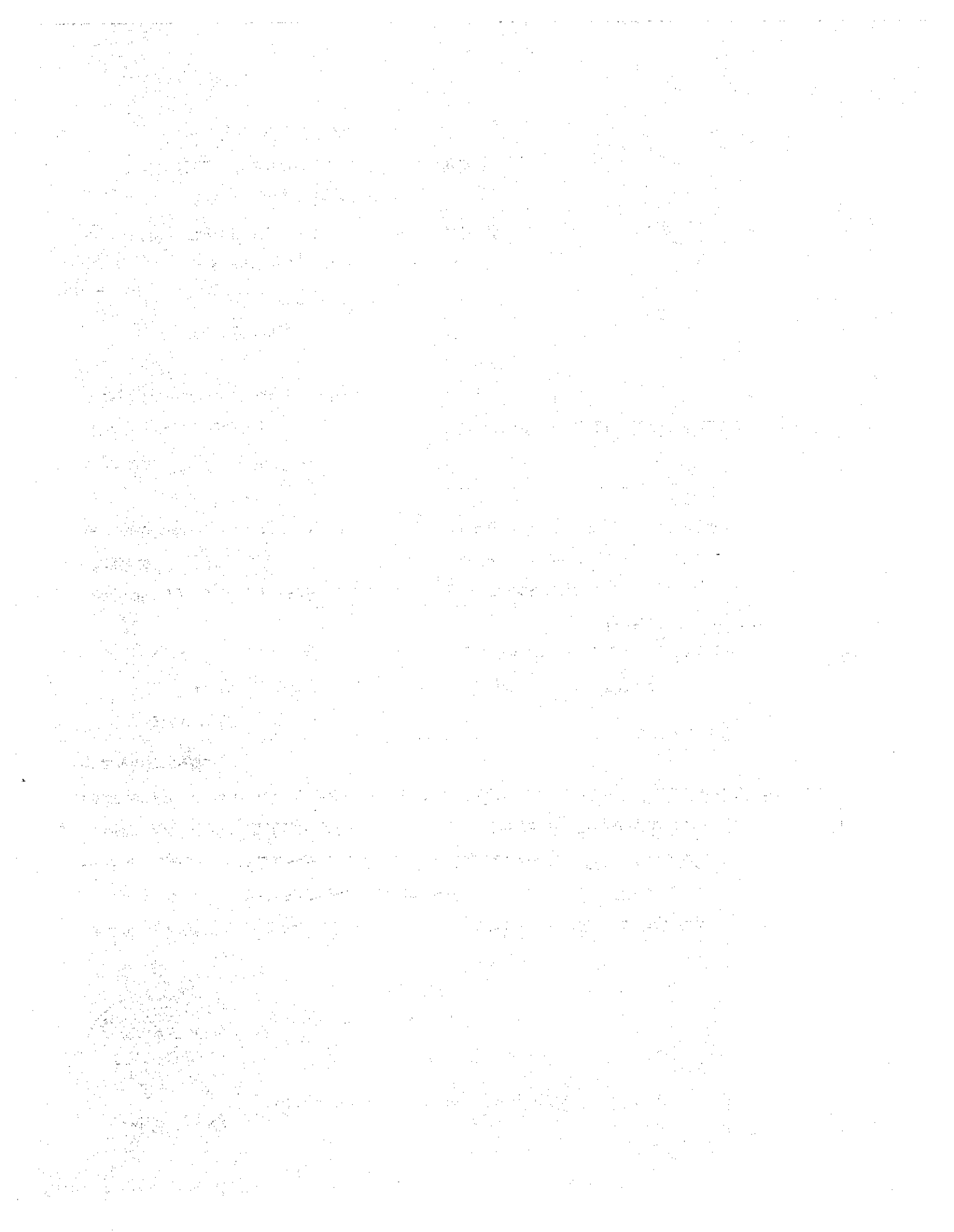
Event Hours: 6:30 AM/PM - 8:00 AM/PM

Set Up Hours: 6:00 AM/PM - 8:15 AM/PM

Tear Down Hours: 8:15 AM/PM - _____ AM/PM

Please indicate all of the following that apply to your event

Food Concessions	<input checked="" type="checkbox"/>	Yes
Alcoholic Beverages	<input checked="" type="checkbox"/>	No
First Aid Facility and Ambulance	<input checked="" type="checkbox"/>	
Tables and Chairs Set Up, if yes how many	<u>1 Table</u>	<u>X</u>
Fencing, Barriers, Barricades	<input checked="" type="checkbox"/>	
Electricity Required, if yes source	<input checked="" type="checkbox"/>	
Booths, Exhibits, Displays	<input checked="" type="checkbox"/>	



Office Use Only

Approved Notes: _____

Denied Signed: _____ Date: _____

(Board of Works President)

Signature: [Handwritten Signature] Date: 4/27/2017

Name of Applicant: RACHEL RACIT (please print)

812.948.5333.

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

citizens regardless of race, sex, age, color, religion, national origin or handicap. discretion of the New Albany Board of Public Works. All programs and facilities of the City of New Albany are open to all regulations and city ordinances. The permit, if granted, is not transferable and is revocable at any time at the absolute property will be the sole responsibility of the applicant. By signing this application, the applicant agrees to follow all rules and ordinances, as they pertain to the requested usage. Applicant agrees and understands any significant damage to city 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

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- ENTERTAINMENT, IF YES PLEASE DESCRIBE
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE