

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, FEBRUARY 28, 2017 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

NEW BUSINESS:

1. Paige Thomas re: Street cut request for IN-AWC at 45 E 6th St - service retirement (4'X3' street cut)
2. Derek Misch, Dan Christiani re: Saw cut permit at the end of Durgee Road

COMMUNICATIONS – PUBLIC:

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Courtney Lewis re: Event permits
 - Permit request for Blood Water Walk
 - Permit request for FourWheel Drive/Car Show
 - Permit request for The Kukes Run-Up to Abbey Road on the River

APPOINTMENTS:

BIDS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for February 21, 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, FEBRUARY 21, 2017 AT 10:00 A.M.

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

OTHERS PRESENT: Assistant Fire Chief Gadd, Fire Marshal Koehler, Police Chief Bailey, Assistant Police Chief Fudge, Larry Summers, Chris Gardner, Linda Moeller, Sidney Main, David Hall, Bryan Slade, Jessica Campbell, Tonya Fischer, Alicia Meredith, Mike Hall and Vicki Glotzbach

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

NEW BUSINESS:

1. John Deckard, Deckard Plumbing Service re: Sidewalk cut at 3330 Julian Drive

Mr. Thompson stated that he spoke with Mr. Deckard yesterday to let him know that is not in the city.

COMMUNICATIONS – PUBLIC:

Eric Ferree, Vectren, passed out project maps and explained that that they have an unexpected project for 2017 that involves short sections of steel main replacement. He stated that there are five scattered locations that will include a total of 6500 feet of install and 63 services, and looking to start on March 6th at Grant Line Road near Jolissiant.

Mr. Thompson stated that Mr. Ferree sent the maps to him a couple of weeks ago and they have gone to several of the locations. He explained that there are several that they were told they would need to coordinate with the city on because they are in the area of new pavement.

Mr. Nash asked if it is replacing old lines.

Mr. Ferree stated that it is replacing the old steel lines.

Mr. Nash asked if this will be ongoing for years.

Mr. Ferree stated that this is a continuation of what they have done in the past and this was scheduled for next year, but they found extra money so it was pushed into 2017.

Mr. Nash asked if there will be a lot of interruption of vehicle traffic.

Mr. Ferree explained that there could be but they have added money in their budget to have flaggers at the location every day and they will follow the OSHA traffic plans.

Mr. Nash asked how long each section would take.

Mr. Ferree stated that he isn't sure yet but the Captain Frank section will take approximately two weeks.

Mr. Thompson moved to approve the five project plans, Mrs. Cotner-Bailey second, motion carries.

Mr. Ferree stated that there is a creek on Harris Court and their main is exposed and running across the creek. He explained that they will not be crossing the street but the tie-in will cross Daisy Lane and they will be installing about 250' of plastic.

Mr. Nash asked when this will happen.

Mr. Ferree stated they want to start that March 6th as well.

Mr. Summers asked if they are going to do anything in the pavement on Harris Court.

Mr. Ferree replied no.

Mr. Thompson asked how long the work would take.

Mr. Ferree replied one week.

Mr. Nash asked when the water park opens.

Ms. Meredith replied the Saturday before Memorial Day.

Mr. Summers noted that on Captain Frank and State Street they will need to make sure it is done before the signal project.

Mr. Ferree stated that what they see on the map is just a preliminary design so it will not look exactly as it does now, but when they get the new prints he will get them to the board.

Mr. Thompson moved to approve the project on Harris Court, Mrs. Cotner-Bailey second, motion carries.

Derek Misch passed out traffic control plans for Brown Station Way to Providence Way that includes a ramp closure and detour for March 1-April 28 from 9:00a.m.-5:00 p.m. He explained that the project was delayed because they are waiting on the DNR permit.

Mr. Nash asked if they have signage on the ground.

Mr. Misch replied yes.

Mr. Thompson asked if the signs have the times on them.

Mr. Misch stated that he will double check to make sure.

Mr. Summers stated that he was told that one closure was done before 9:00 a.m. so he would ask that they make sure to stick with that time frame.

Mr. Misch stated that he will remind his guys.

Mr. Thompson moved to approve the ramp closure March 1st through April 28th, Mrs. Cotner-Bailey second, motion carries.

OLD BUSINESS:

1. Mickey Thompson re: New Albany Criterium Bike Run on April 2, 2017

Mr. Thompson stated that he spoke with Jim Book and he said that they are probably not going to have the event this year but they may want to revisit it later in the year.

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

Police Chief Bailey presented a resolution between the city and Floyd County regarding the purchase of a vehicle that the county no longer deems necessary for their use. He explained that IC 36-1-11-8 allows municipalities to exchange vehicles and other properties through an Interlocal Agreement and this case deals with a 1997 Chevrolet van which will cost them \$2,500.00

Mrs. Cotner-Bailey moved to approve Resolution BOW-17-01, Mr. Thompson second, motion carries.

Courtney Lewis presented a request for Parkway Southern Baptist Church to use the amphitheater for their Miles for Missions 5K Race and Fun Run on April 22. She stated that the even hours with setup and tear down would be 5:00 a.m. – 12:00 p.m. and they will need to use the electricity and restrooms. She presented a second request from Business Professional Women/New Albany to use the amphitheater for their BPW 5K Run for Education on September 9. She stated that their hours with setup and tear down will be 6:00 a.m.- 12:00 p.m. and they will also need to use the restrooms and electricity.

Mr. Nash asked where these runs will take place.

Ms. Lewis stated that she is still working on that with Mr. Streips.

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

Larry Summers stated that McDonald Lane is gearing back up for construction this season and they will start by setting out pre-closure signs to let the public know that there will be work coming up. He explained that next week they will be working in the storm sewers in the sections where work has already been done to bring the manholes up to grade, and then starting the first week in March they will mill the existing road from Rita Drive to Grant Line Road and start on the storm line construction through there.

Mrs. Cotner-Bailey asked if the businesses have been notified.

Mr. Summers replied yes.

Mr. Nash asked if everything has been done from Rita Drive to Charlestown Road other than final paving.

Mr. Summers stated that next week they will be bring the manholes up to grade and once the other section is finished they will come back though and pave.

Mr. Nash stated that he never understood why they aren't paving Charlestown Road to Rita Drive now.

Mr. Summers explained that they want to have one consistent pavement at the end of the project.

Mr. Nash stated that there are an awful lot of people working on the ramps in the downtown area and it is almost to the point of being a traffic hazard.

Mr. Thompson stated that he knows that they are pushing that to get ahead of the paving and he would assume that is why they are throwing so many people at each location.

Mr. Nash asked Mr. Summers to update the board next week on the status of the work being done regarding the sidewalk intersections.

Mr. Thompson stated that wastewater is doing a manhole repair at 10th Street and Market Street because the road around the manhole is sinking. He added that they will handle traffic while they are doing the work.

Mr. Nash asked Mr. Main about signs and said he hasn't seen much movement on it.

Sidney Main stated that they have over 150 signs right now and they are still working on it.

Mr. Nash stated that he still sees them at the interstate interchanges and asked Mr. Main if he could check those locations.

Mr. Main replied yes.

APPOINTMENTS:

BIDS:

CLAIMS:

Mrs. Moeller presented the following claims for the period of 02/07/17 to 02/20/17 in the amount of \$1,527,186.44:

General Claims (Bank 1):	376,072.63	
Fire Department:	11,065.27	
Police Department:	17,230.03	
Street Department:	5,148.71	
Parks Department:	30,915.52	
	Total From Above:	440,432.16
Medical/Drug Fund (Bank L):	-	
Payroll Claims (Bank 2):	767,947.52	
Sanitation Fund:	-	
Thursday Utility Claims:	318,806.76	
	Total From Above:	1,086,754.28
	Grand Total:	1,527,186.44

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 February 14, 2017, **Mr. Thompson** second, motion carries

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:30 a.m.

Warren V. Nash, President

Vicki Glotzbach, City Clerk

Mindy Milburn

From: Paige Thomas <paiget@daveomara.com>
Sent: Thursday, February 23, 2017 4:13 PM
To: Mindy Milburn
Cc: Mickey Thompson
Subject: 45 E 6th St - service retirement

Good afternoon Mindy,
May I be added to the agenda for a service retirement at 45 E 6th St? The retirement will require an asphalt street cut approximately 4'x3'.

Thank you,
Paige



Paige Thomas
Dave O'Mara Contractors, Inc.
1505 Research Drive
Jeffersonville, IN 47130
Cell: 812-592-0708

Mindy Milburn

From: Courtney Lewis
Sent: Wednesday, February 22, 2017 8:56 AM
To: Cathy Cousin; Mindy Milburn; Vicki Glotzbach
Subject: BOW Agenda 2/28/17

Here's another permit request for Tuesday!

Thanks, ladies!

Courtney Lewis
clewis@cityofnewalbany.com
www.cityofnewalbany.com
812.948.5333 ext. 106 / office
812.697.8010 / mobile

From: City of New Albany [mailto:teresa@promediagroup.com]
Sent: Tuesday, February 14, 2017 11:54 AM
To: Courtney Lewis <clewis@cityofnewalbany.com>
Subject: New submission from Event Permit Application

EVENT PERMIT FORM

Today's Date

02/14/2017

Name of Organization

K&I FourWheelers

Name of Applicant

Mike Armes

Address

1677 Cheak St
Louisville, Ky 47129
[Map It](#)

Phone

(812) 989-0562

Email

mikearmes69@gmail.com

Onsite event day contact person

mike armes 812-989-0562 josh beavin 502-930-2110

Onsite Contact Phone

(812) 989-0562

Event Information

Type of Event

Other

If Other, please specify

FourWheel Drive/Car Show

Event Date

10/07/2017

Event Title

OffRoad Parking Only

Estimated Attendance

100

Requested Park

Riverfront Amphitheater

Event Start Time

09:00 am

Event End Time

03:00 pm

Set up Time

08:00 am

Event Tear Down Hours

04:00 pm

Please indicate all the following that apply to your event. Hold shift and click to choose more than 1 item.

- BOOTHS
- EXHIBITS
- DISPLAYS
- CANOPIES
- TENTS

From items for you event listed above, please included details for those indicated with an *

Tents and Canopies: Some local Off-Road Shops, Off-Road Parks and some small Vendors may set up a small EZ up tent along with some of the participants for shade.

Food Concessions: Can we grill our own Burgers and Hot Dogs or Have a Food Truck on site. Are there any special permits for cooking or for food truck on site?

Portable Toilets: Can we provide our own?

Vehicles, Trailers: Some of the Vehicles that will be attending the show are not street legal and will need to be trailered in.

Agreement

Name

Mike Armes

Date of Application

02/14/2017



City of New Albany Bicentennial Park,
Riverfront Amphitheater, City Square
Special Event Permit Application

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

Name of Organization: Hosted By Trinity United Methodist Church as a Community Event for Blood:Water – involving other community organizations.

Name of Applicant: Keith Levy / Sharon Maetschke Date: 11/30/2016

Address: 336 White Pine Road City: New Albany State: IN Zip: 47150

Contact Phone: (502) 298-0583 Email: Smaetschke@humana.com

Onsite event day contact person: Sharon Maetschke Phone: 502-298-0583

Event Information

Type of Event			
<input checked="" 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) _____

Event Title: Water:Walk 2017

Event Date: Sept 16 Estimated Attendance: 400 (last year 230-240)

Requested Park: Bicentennial Park Riverfront Amphitheater City Square

Event Hours: 9 ~~AM~~/PM - 12 ~~AM~~/PM

Set Up Hours: 6 ~~AM~~/PM - 9 ~~AM~~/PM Tear Down Hours: 12 ~~AM~~/PM - 2:30 ~~AM~~/PM

The event is a 1K and 5K walk that will take place along the Ohio River Greenway and be based out of the New Albany Riverfront Amphitheater. We are hoping construction between E. 8th & 18th will be completed so we only have to make 1 loop – if we need to make 2 loops, as we did in 2016 that will also work. We (walkers) will carry empty containers with us and at the midway point of our walk, fill them with water from the Ohio River and carry the full containers with us for the remainder of the walk. This gives us the opportunity to haul water for a few miles to raise money for our brothers and sisters in Africa, who spend hours doing this daily, just to survive. All money raised will go to Blood:Water – www.bloodwater.org.

Please indicate all of the following that apply to your event

Yes No

- FOOD CONCESSIONS
- ALCOHOLIC BEVERAGES
- FIRST AID FACILITY AND AMBULANCE - *Last year had -NA Fire Dept (truck & boat) volunteer, hope we will this year, too.*
- TABLES AND CHAIRS SET UP, IF YES HOW MANY _____ - We will bring our own
- FENCING, BARRIERS, BARRICADES - to block off road entrances
- ELECTRICITY REQUIRED, IF YES SOURCE ___the outlets in& in front ofthe stage area_
- BOOTHS, EXHIBITS, DISPLAYS - we will provide
- CANOPIES, TENTS - we will provide
- VEHICLES, TRAILERS, IF YES HOW MANY ___We will have 1 or 2 small trailers with us
- TRASH CONTAINERS, DUMPSTERS
- PORTABLE TOILETS
- ENTERTAINMENT, IF YES PLEASE DESCRIBE ___PA system on stage – we will supply
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE

Voluntary Donations

While there is no fee for the use of our public parks, donations are accepted for the use of the City of New Albany Bicentennial Park, Riverfront Amphitheater and City Square. 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 park 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 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. 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: Keith L Levy (please print)

Signature: Keith L Levy Date: 12-7-16

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



City of New Albany Bicentennial Park,
Riverfront Amphitheater, City Square
Special Event Permit Application

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

Name of Organization: The Kukes
Name of Applicant: Steve Hurd Date: 2/23/17
Address: 4109 Emma Lou DR. City: Floyds Knobs State: IN Zip: 47119
Contact Phone: (502) 548-2905 Email: Beatle Maniac Pmsn.com
Onsite event day contact person: Same Phone: Same

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 checked="" type="checkbox"/> Concert	<input checked="" type="checkbox"/> Picnic	<input type="checkbox"/> Other (Specify) _____

Event Title: The Kukes Run-up to Abbey Road on the River

Event Date: 5/13/17 Estimated Attendance: 20-30

Requested Park: Bicentennial Park Riverfront Amphitheater City Square

Event Hours: 1:00 AM/PM - 6:00 AM/PM

Set Up Hours: 12:00 AM/PM - 1:00 AM/PM Tear Down Hours: 6:00 AM/PM - 7:00 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 checked="" type="checkbox"/> | <input type="checkbox"/> | TABLES AND CHAIRS SET UP, IF YES HOW MANY _____ |
| <input type="checkbox"/> | <input checked="" 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 |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | CANOPIES, TENTS |

- VEHICLES, TRAILERS, IF YES HOW MANY _____
- TRASH CONTAINERS, DUMPSTERS _____
- PORTABLE TOILETS _____
- ENTERTAINMENT, IF YES PLEASE DESCRIBE _____
- INFLATABLES, AMUSEMENT, IF YES PLEASE DESCRIBE _____

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

Name of Applicant: Steven Hurd (please print)

Signature: *Steven Hurd* Date: 2/23/17

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