

## 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, AUGUST 16, 2016 AT 10:00 A.M.**

### CALL TO ORDER:

### PLEDGE OF ALLEGIANCE:

### NEW BUSINESS:

1. Teresa Hebert & Sophia Palmer re: Banner and 5K for Miles for Merry Miracles
2. Greg Bowling re: Speed bump request on McDonald Ave.
3. Greg Birks re: Vendors Permit for food truck
4. Matt Chalfant re: Closing alley between Bank and Pearl St. on north side of Spring St. for 3 days
5. Todd Benovitz re: Placing dumpster on 13<sup>th</sup> Street near Elm Street
6. Monte Gullion with AT&T re: Work in right-of-way
7. David Poe for Habitat for Humanity re: Alley cut behind 1921 East Market for sewer connection

### COMMUNICATIONS – PUBLIC:

### OLD BUSINESS:

### TABLED ITEMS:

### COMMUNICATIONS - CITY OFFICIALS:

1. Vicki Glotzbach for the Arts Council re: Banner request for August 16<sup>th</sup> – August 29<sup>th</sup> at Spring Street and Eighth Street for the Beer, Bourbon and BBQ Fundraiser
2. Courtney Lewis re: Special Events Permit
  - Carnegie Center use of Amphitheater on September 3, 9:00 am – 12:30 pm

### APPOINTMENTS:

### BIDS:

### CLAIMS:

### APPROVAL OF MINUTES:

**Regular Meeting Minutes for August 9, 2016**

### 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, AUGUST 9, 2016 AT 10:00 A.M.**

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

**OTHERS PRESENT:** Assistant Police Chief Fudge, Fire Marshal Koehler, Fire Chief Juliot, David Hall, Bryan Slade, Courtney Lewis, Chris Gardner, Joe Ham, John Rosenbarger, Jessica Campbell, David Brewer, Linda Moeller and Mindy Milburn

**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:**

**NEW BUSINESS:**

**1. Bradley Fair, Wicks Pizza re: Closing sidewalk and installing fence for Harvest Homecoming**

**Mr. Fair** requested permission to close the sidewalk and fence off the front of the Wick's building as well as utilize the parking on the side of their building from October 5-10 during the Harvest Homecoming festivities. He presented the board with a proposal that details their request and included a drawing of the location. Said proposal is on file with the City Clerk's office.

**Fire Chief Koehler** stated that it is the same thing as last year and he has reviewed it.

**Assistant Chief Fudge** stated that he has no issues with the request.

**Mr. Thompson** moved to approve, **Mr. Nash** second, motion carries.

**2. Steve Sparks with CSU Contracting re: Installing fiber optic lines for Zayo Broadband**

**Ed Evans** explained that their project is to connect two cell towers from State Street to Vincennes Street. He presented the board with a map of their routes through the city and stated that part of the project is aerial and the other part is buried directional drilling. Said map is on file with the City Clerk's office.

**Mr. Nash** asked if they would tunnel under the street.

**Mr. Evans** explained that it will be at the edge of the right-of-way.

**Mr. Nash** asked what the blue indicates.

**Mr. Evans** explained that is the buried portion of the line.

**Mr. Nash** asked what determines whether they bury it or not.

**Mr. Evans** explained that it is dictated by the existing utilities and pole contacts.

**Mr. Thompson** asked if they have been working with the city engineer on this project.

**Mr. Evans** stated that Mr. Sparks has but he couldn't make it today.

**Mr. Thompson** stated that they he knows Mr. Summers had some questions about the traffic at State Street and Daisy Lane.

**Mr. Evans** explained that he knows that they planned to get assistance from the NAPD.

**Mr. Nash** asked what their start time would be.

**Mr. Evans** stated that they would get started as soon as it is approved.

**Mr. Thompson moved to take this under advisement until they can speak with the city engineer and the police department, Mr. Nash second, motion carries.**

**3. Robert Hughes re: Light in alley at 911 E. Market Street**

**Mr. Hughes** stated that there is a lot of activity in the alley behind 911 Market Street including what he can only assume is drug deals and a lot of dumping. He explained that it is pitch black at night which makes it a target and asked if the city would consider installing a street light.

**Mr. Nash** stated that they would take this under advisement so that they can meet with the engineer and Duke Energy.

**Assistant Chief Fudge** stated that they would do some extra patrolling in the area and report back.

**4. John Blocher re: S. Ellen Jones Block Party on September 17<sup>th</sup>**

**Mr. Blocher** presented a map of the block party that they have held for past several years and stated that they would need to close 13<sup>th</sup> from Elm to the alley behind Culbertson and Oak from 13<sup>th</sup> to the beginning of the parking area behind S. Ellen Jones.

**Mr. Nash** asked if this was in conjunction with the church.

**Mr. Blocher** stated that several churches are involved. He asked if the fire department could show up like they have in the past with a truck and explained that the hours for the closures will be from 9:30 a.m. – 3:30 p.m. and the event is from 11:00 a.m. – 2:00 p.m.

**Mr. Thompson moved to approve, Mr. Nash second, motion carries.**

**5. IN-AWC re: Cut permits for 1511 Sunset Drive, Knob View & Maple Lane, 1809 Crestview Drive, Woodland Road & Crestview Drive, 2201,2322,2399 Beeler Street, and 1002 Korb Avenue**

**Paige Thomas** stated that the Knob View and Maple Lane project is canceled and the valve replacements on Crestview and Woodland are going to be in the same hole so there should only be 1-2 cuts.

**Mr. Thompson** asked if the water company would notify the residents if they shut off the water.

**Ms. Thomas** replied yes.

**Mr. Thompson moved to approve, Mr. Nash second, motion carries**

**Ms. Thomas** explained that they are doing the work on Spring Street and they decided that they need to replace the water main because it keeps breaking.

**Mr. Christmas** stated that in the Spring Street improvement area IN-AWC was going to replace the service but they have determined that the main was in poor condition so they are now going to replace the entire section between Jay and Thomas. He explained that they are going to start the work tomorrow by boring the main replacement which should be wrapped up next week and they will start the service transfer over to the new main. He stated that they anticipate wrapping up the work by August 23.

**Ms. Thomas** stated that they will need to close a portion of Jay Street and Thomas Street for a few hours on either Wednesday or Thursday and they will notify emergency services.

**Mr. Nash** asked if she could keep it out of rush hour times.

**Mr. Thompson** stated that between 9-3 would be ideal.

**Mr. Thompson moved to approve the closures, Mr. Nash second, motion carries.**

**6. Vectren re: Cut request at 4230 Reas Lane – Street Cut, 411 East Spring Street – Street Cut, 108 Daisy Lane – Street Cut, Thomas & East Elm – Sidewalk Cut**

**Rob Philpott** stated that they don't need a permit for 411 Spring Street because the street is already cut.

**Mr. Thompson moved to approve with the exception of Reas Lane which is no in the city, Mr. Nash second, motion carries**

**7. Nancy Stein re: Banner on Spring and 8<sup>th</sup> for The Water Walk**

**Ms. Stein** explained that their event is September 8<sup>th</sup> and they would like to hang a banner on Spring Street to promote it two weeks prior.

**Ms. Milburn** stated that the dates are available

**Mr. Thompson moved to approve, Mr. Nash second, motion carries**

**8. Elsa Haddad re: Patient parking in front of 601 East Spring Street**

**Mrs. Haddad** explained that her husband is a dentist on Spring Street and his practice shares a staff parking area with two law practices and they do not have any other off street patient parking. She stated that there are multiple apartment complexes being built on Spring between 6<sup>th</sup> and 3<sup>rd</sup> which will only increase the parking issues in the area. She requested permission to place a sign on the north side of East Spring between 6<sup>th</sup> and 7<sup>th</sup> and along 6<sup>th</sup> between Elm and Spring that says client and patient parking only between 7:00 a.m. – 6:00 p.m. on weekdays. She added that the owners of these practices are willing to bear the cost of the signage and asked that the board consider the request.

**Mr. Nash** asked how many spaces are in their off street lot.

**Mrs. Haddad** explained that there are probably 7-8 spaces which they share with the two law practices for their staff.

**Mr. Thompson moved to take under advisement until it can be reviewed by the traffic division, Mr. Nash second, motion carries.**

**9. Irv Stumler re: Potential code violations for property on Culbertson**

**Mr. Stumler** stated that the first issue is the building at the corner of Culbertson and 3<sup>rd</sup> Street and presented photos of the property. He explained that it has been in various stages of disrepair since the street department has moved out and suggested that the city sell it to pay down some of the loans that they have accumulated.

**Mr. Thompson** stated that some work has been done on the building.

**Mr. Stumler** stated that the other item is Culbertson Avenue itself. He explained that it was paved and never restriped so it is a bit confusing to drive along that street. He stated that there are several areas in the city that have the same issue and he believes it is a real liability for the city.

**COMMUNICATIONS – PUBLIC:**

**Jay Howell** requested permission to place a dumpster in front of 1406 Culbertson Avenue to clean out the top floor of a house.

**Mr. Nash** asked how long he would have it on the street.

**Mr. Howell** stated that he would like to place it today and hopefully be done in a week.

**Mr. Nash** stated that the dumpster needs to have reflective tape.

**Mr. Thompson moved to approve, Mr. Nash second, motion carries.**

**Derek Misch** presented a traffic control plan for the IN-AWC project and requested closures in the intersection of Briarwood Road and Klerner Lane on August 11, an alley closure between Beechgrove and Spring Avenue from August 15-20, Camp Avenue from Adams Street to Knob Avenue on August 15-19 and Jaycee Drive from the railroad tracks through Cannon Street from August 9 & 11.

**Mr. Thompson moved to approve, Mr. Nash second, motion carries.**

**Wes Christmas** updated the board on the Spring Street project. He explained that the water company's project will take another two weeks so it will delay MAC but they still anticipate hitting the September completion date. He stated that if the water company gets the relocate done by August 23<sup>rd</sup> as anticipated MAC hopes to have the north side lane of Spring paved and reopened by the end of August, and then they will shift and begin work on the sound side.

**Mr. Nash** asked if it would make sense to be doing something on the other side while they wait.

**Mr. Christmas** explained that they can't flip the traffic to the other side because there is a large open excavation in the street where IN-AWC is working. He stated that they do anticipate the work to begin on the signal at Spring and Silver and the poles are supposed to be delivered on the 15<sup>th</sup> of August.

**Mr. Nash** asked if it would be practical do go ahead and do Beharrell to Silver.

**Mr. Christmas** stated that he would not recommend that as an option because they will be weaving traffic at that point and the completion date is still on track so the road shouldn't be shut down for any longer than they anticipated. He updated the board on the paving contract and explained that the milling and paving has begun over the past week and a half with a substantial number of roads being paved. He stated the list includes Sunset Drive, Pine Creek Circle, Klerner, and they are working on Brookwood and Norwood today. He explained that they plan to request that the pavement marking subcontractor be on site late this week to get all the striping done on all the roads that have been repaved and after that has been complete they will begin milling additional roads on the list.

**Mr. Nash** asked if he was correct in saying that nothing is paved unless it is milled.

**Mr. Christmas** replied yes and explained that they are doing milling and base patching on every road that is going to be resurfaced.

**OLD BUSINESS:**

**TABLED ITEMS:**

**COMMUNICATIONS - CITY OFFICIALS:**

**Mr. Thomason** updated the board on 5<sup>th</sup> and Elm and explained that when the contractor was making the last sanitary tie-in they identified another storm drainage feature that there is a potential to make some improvement on while it is open. He stated that he will ask Mr. Sartell to come in next week and give them more details on the project.

**APPOINTMENTS:**

**BIDS:**

**CLAIMS:**

**Mrs. Moeller** presented the BOW claims docket for 7/26/16-8/8/16 in the amount of \$2,174,329.00

<b>General Claims (Bank 1):</b>	213,704.46
<b>Fire Department:</b>	4,764.57
<b>Police Department:</b>	5,681.77

<b>Street Department:</b>	5,814.30	
<b>Parks Department:</b>	36,971.54	
	<b>Total From Above:</b>	266,936.64
<b>Medical/Drug Fund (Bank L):</b>	-	
<b>Payroll Claims (Bank 2):</b>	1,085,203.91	
<b>Sanitation Fund:</b>	-	
<b>Thursday Utility Claims:</b>	822,188.45	
	<b>Total From Above:</b>	1,907,392.36
	<b>Grand Total:</b>	<b>2,174,329.00</b>

**Mr. Nash moved to approve, Mr. Thompson second, motion carries.**

**APPROVAL OF MINUTES:**

**Mr. Thompson moved to approve the Regular Meeting Minutes for August 2, 2016, Mr. Nash second, motion carries.**

**ADJOURN:**

There being no further business before the board, the meeting adjourned at 10:35 a.m.

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Warren Nash, President

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Mindy Milburn, Deputy City Clerk

## Mindy Milburn

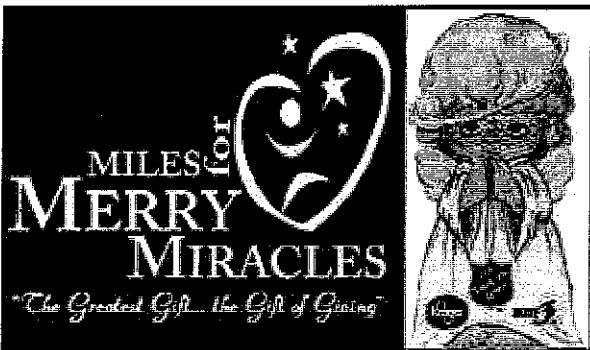
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**From:** Teresa Hebert <teresahebert@aol.com>  
**Sent:** Monday, August 8, 2016 9:49 AM  
**To:** Mindy Milburn; palmersophia@live.com  
**Subject:** Miles for Merry Miracles

Good morning Mindy,  
Miles for Merry Miracles would like to see about being added to the agenda for next Tuesday's 8-16-16 Meeting. We would like to ask for City's support for our 9th Annual Run to benefit Salvation Army Angel Tree Kids.

Our youth leadership board president Sophia Palmer (Senior at Floyd Central High School) will be asking for the support from the committee during the meeting. She may be joined with a couple of junior leadership board member also but I'm not sure...(Hunter Griffin/Logan Stanfield ). Will know for sure tomorrow.

Here are more details:



Miles for Merry Miracles (M4MM) is a youth-driven, non-profit organization based in Southern Indiana. We partner with the Salvation Army's Angel Tree Program to provide a Christmas to children in need. M4MM got its start as an Eagle Scout Project organized by Nick Hebert in 2008. Nick was so motivated by the service the youth provided that he decided to do it again the following year, and then the following year too. To date, M4MM has served over 3500 children in the local area. Now in our ninth year, our goal for 2016 is to help an additional 400 Angels.

M4MM is proud to be a youth-led organization. Our Youth Board consists of college, high school and middle school students throughout the New Albany-Floyd County School Corporation, West Clark School Corporation, Harrison and Greater Clark School Corporation. These young men and women participate in every aspect of M4MM, from the Board meetings, to fundraising, marketing, finance and interviews with the local media. With the help of adult mentors, the youth board defines the goals of M4MM and develops a plan to make a positive change on society. The Adult Mentors guide them along the way.

Here is a tentative breakdown of the Miles for Merry Miracles Triple Crown of Service for 2016:

**The Physical Fitness leg- Nov 19 at New Albany Amphitheatre- Early Registration begins at 9 am**

The Youth Board of M4MM organizes a 5K Run/Walk where they focus on encouraging PHYSICAL FITNESS in their community. Individuals, teams, families, neighbors and co workers come together to make what is usually a cold winter morning feel like a warm sunny day. Contests, obstacle courses, yummy treats make this a run like no other. Entry Fee: Sponsor a Salvation Army Angel through the M4MM organization with clothes, shoes and toys.

**The Fiscal Fitness leg- Dec 3rd at the Grant Line Road Walmart 10 am - 6 pm**

The organization then hosts the Area's Largest Angel Tree Shopping Spree where the youth encourage Fiscal Fitness- budgeting and utilizing resources wisely. Hundreds of volunteers/angels sponsors show up for a fun filled shopping experience that includes flash mob caroling, scavenger hunts, holiday apparel, etc.

**The Spiritual Fitness Leg- Dec 17- Non Publicized Event**

To wrap up the M4MM season, we invite our Angel Tree families, along with about 200 of our registered Volunteers to a Holiday Celebration that includes crafts, games, prizes, caroling, entertainment, Santa and Mrs Claus visit as well as a traditional Christmas Feast. Volunteers get to interact with the Angels and their families on a one to one basis while working with them on crafts, performing a skit, teaching them a song or by serving them a sit down dinner. Presents and food baskets are secretly placed in the parent's car so that Angels don't realize the gifts came from the M4MM organization and it's sponsors/volunteers.



Make it a Great Day!

Teresa Hebert, CAS  
4454 Erin Drive  
Floyds Knobs, IN  
812-923-1364

*Today is a gift, that's why it is called the present.*



## Mindy Milburn

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**From:** Courtney Lewis  
**Sent:** Friday, August 12, 2016 11:55 AM  
**To:** Mindy Milburn; Vicki Glotzbach; Cathy Cousin  
**Subject:** BOW Agenda - Event Permit Application

Below is a permit for BOW agenda for Tuesday, August 16.  
Carnegie Center  
Amphitheater  
Saturday, September 3  
9:00 am – 12:30 pm

Thank you!

Courtney Lewis  
[clewis@cityofnewalbany.com](mailto:clewis@cityofnewalbany.com)  
[www.cityofnewalbany.com](http://www.cityofnewalbany.com)  
812.948.5333 ext. 106 / office  
812.697.8010 / mobile

**From:** City of New Albany [mailto:[teresa@promediagroup.com](mailto:teresa@promediagroup.com)]  
**Sent:** Thursday, August 11, 2016 5:20 PM  
**To:** Courtney Lewis <[clewis@cityofnewalbany.com](mailto:clewis@cityofnewalbany.com)>  
**Subject:** New submission from Event Permit Application

### EVENT PERMIT FORM

**Today's Date**

08/11/2016

**Name of Organization**

Carnegie Center for Art and History

**Name of Applicant**

Al Gorman

**Address**

201 E. Spring Street  
New Albany, IN 47150  
[Map It](#)

**Phone**

(812) 944-7336

**Email**

[agorman@carnegiecenter.org](mailto:agorman@carnegiecenter.org)

**Onsite event day contact person**

Al Gorman

**Onsite Contact Phone**

(502) 762-7621

**Event Information**

**Type of Event**

Other

**If Other, please specify**

art workshop with limited space

**Event Date**

09/03/2016

**Event Title**

Evaporation Walk

**Estimated Attendance**

20 people

**Requested Park**

Riverfront Amphitheater

**Event Start Time**

10:00 am

**Event End Time**

12:30 pm

**Set up Time**

09:00 am

**Event Tear Down Hours**

12:30 pm

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

- TABLES AND CHAIRS SET UP \*IF YES
- HOW MANY

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

Setting up two portable tables that the Carnegie Center will supply under the band shell and perhaps a couple of chairs as well. Essentially, we will have no more than 20 people walking very slowly up and down East Water Street carrying shallow ceramic dishes of colored water. Our workshop is over when each participants' dish is dry. The plates then used by the public in this workshop will become a part of the Carnegie Center's "Marking Time" exhibition currently on view. I have sent a fuller description of our workshop along with images of the Evaporation Walk dishes we have on display to Courtney Lewis. I was uncertain as to whether our program constituted an event since our visiting artist (Lori Esposito) will be working with a very limited number of people for a short period of time?

**Agreement**

**Name**

Al Gorman

**Date of Application**

08/11/2016

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**Mindy Milburn**

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**From:** Jay Anderson <JAnderson@golars.com>  
**Sent:** Wednesday, August 10, 2016 8:06 AM  
**To:** Mindy Milburn  
**Subject:** RE: Invoice for street cut permit  
**Attachments:** E-09016-CAPA proposed well locations.pdf

Mindy,

I had contacted you a couple of weeks ago regarding scheduling of work behind 2202 East Spring Street, New Albany, IN for an environmental investigation. We have used a public and private utility locate to mark the soil borings and wells to be installed next week starting on August 15, 2016. Some of the borings/wells had to be moved do to sewer laterals, trees, and overhead utilities. Most of the proposed locations were moved just a few feet. We have the borings/wells marked with white paint. Just wanted to let you guys know.

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**From:** Mindy Milburn [mailto:[mmilburn@cityofnewalbany.com](mailto:mmilburn@cityofnewalbany.com)]  
**Sent:** Wednesday, July 27, 2016 12:01 PM  
**To:** Jay Anderson  
**Subject:** RE: Invoice for street cut permit

Thank you Jay, I will get this information to the board and to the street department.

Have a great day!

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**From:** Jay Anderson [mailto:[JAnderson@golars.com](mailto:JAnderson@golars.com)]  
**Sent:** Wednesday, July 27, 2016 11:59 AM  
**To:** Mindy Milburn <[mmilburn@cityofnewalbany.com](mailto:mmilburn@cityofnewalbany.com)>  
**Subject:** RE: Invoice for street cut permit

Mindy,

I had corresponded with you a few weeks ago about completing work in the alley behind 2202 East Spring street. We have scheduled the drilling for the week of August 15, 2016. The drilling will most likely take the entire week. Can you please let the street department know. Please let me know if you have any questions. Thank you.

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**From:** Mindy Milburn [mailto:[mmilburn@cityofnewalbany.com](mailto:mmilburn@cityofnewalbany.com)]  
**Sent:** Wednesday, June 22, 2016 12:33 PM  
**To:** Jay Anderson  
**Subject:** RE: Invoice for street cut permit