

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 13, 2016 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

NEW BUSINESS:

COMMUNICATIONS – PUBLIC:

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Mindy Milburn for Williams Novelty re: Vendor permit request for Harvest Homecoming
2. Mindy Milburn for Purdue University re: Banner request for Pumpkin Chunking Competition
3. Jim Rice with HWC re: Downtown grid modernization.

APPOINTMENTS:

BIDS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for September 6, 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, SEPTEMBER 6, 2016 AT 10:00 A.M.

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

OTHERS PRESENT: Major Popp, Fire Marshal Koehler, Bryan Slade, Sean Payne, David Hall, Larry Summers, Jessica Campbell, David Duggins, Chris Gardner, David Brewer, Courtney Lewis, Joe Ham, Linda Moeller and Vicki Glotzbach

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

NEW BUSINESS:

1. Chris Colvis with TG Missouri re: Additional Parking at 5331 Foundation Boulevard

Mr. Chris Colvis stated that over the past year they have added 20% more employees and are up to 159 employees now so at shift change they have overflow parking and employees are parking on the street. He explained that they would like to add a row of parking between their current parking lot and Foundation Boulevard which would be about 25 spaces and would still leave a little bit of a green area there. He went over the drawing that he submitted to the board and asked the board for permission to proceed.

Mr. Nash asked if it is all on their property.

Mr. Colvis replied that he is not sure because he doesn't know how far the right-of-way is off of Foundation Boulevard.

Mr. Summers stated that if they are encroaching in the green space it could potentially be in the right-of-way.

Mr. Thompson asked if there is still a buffer in the grass.

Mr. Colvis replied that there is roughly four to six feet of grass.

Mr. Summers stated that if there is parking in the right-of-way we may have to have some sort of indemnification so if something happens in the right-of-way the city will not be liable.

Mrs. Cotner-Bailey suggested that they approve it subject to Mr. Gibson's review.

Mr. Thompson agreed and stated that they just want to make sure that the necessary paperwork is in place if they are encroaching on the right-of-way.

Mr. Thompson moved to approve subject to review by legal, Mrs. Cotner-Bailey second, motion carries.

2. Vectren re: Cut permits for 2635 Charlestown Road (13962858) – sidewalk cut

Mr. Thompson stated that is it by Cash Land and is where they are going to put the service in the asphalt.

Mr. Summers stated that there was a cut across the alley from last week and the salon was upset because the work was being done right by their building. He said they were afraid that customers wouldn't have access so it was plated over and asphalt has since been put down. He

added that he wasn't sure if this was the same cut.

Mr. Thompson stated that he would check on it.

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

3. IN-AWC re: Cut requests at 211 East Main Street (replace meter pit), 2808 Mt. Tabor Road (Retire Service)

Ms. Paige Thomas stated that they will be replacing a meter pit at 211 East Main Street and retiring a service at 2808 Mt. Tabor Road.

Mr. Nash asked if there will be flaggers on Mt. Tabor.

Ms. Thomas replied yes, they will be there tomorrow.

Mr. Thompson asked if the meter pit is in the grass on East Main Street.

Ms. Thomas replied that she was told that it is in concrete.

Mr. Nash asked if they could do Mt. Tabor outside of rush hour.

Ms. Thomas stated that they are scheduled to begin at 7:30 a.m.

Mr. Nash asked if they could start at 9:00 a.m. because traffic is extremely heavy there.

Ms. Thomas stated that she will try to change the schedule with the flag company.

Mrs. Cotner-Bailey asked how long the work will take.

Ms. Thomas replied a couple of hours.

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

COMMUNICATIONS – PUBLIC:

Ms. Kristina Kimmick stated that she is with the Culbertson Mansion and requested that their banner be hung on Main Street as soon as possible until the end of October. She said that it is for their haunted house.

Mrs. Cotner-Bailey asked Mrs. Glotzbach if it has been approved for that long of a period in the past.

Mrs. Glotzbach replied yes.

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

Mr. Derek Misch, Dan Christiani, stated that they are starting a new project next week for the water company and presented maps of closure requests for the board to review. He requested to close the intersection at West Street and Ealy Street on September 12 and 13. He also requested to close Ealy Street from West Street to Griffin Street on September 13-16, 19 and 20. He then requested to close E. 10th Street from Metal Dynamics entrance to the flood wall on September 12 and Franklin Drive between Maevi Drive and Daisy Lane on September 15 and 16.

Mr. Nash asked how big the new project is.

Mr. Misch stated that it goes all the way from West Street to State Street but he will request the closures in sections. He also stated that that they thought it might be easier to mill a five foot

strip where the water main is going and asked if that is something that the city allows.

Mr. Nash asked how long this project will be.

Mr. Misch replied that they have to have the main and services on by November 15th.

Mr. Thompson asked if they are just going to mill the trench where the new main will go and put the millings back in so as they work along they can excavate through the milled area.

Mr. Misch replied yes and stated that way people can still park on it.

Mr. Summers stated that they did that on McDonald Lane and it was rough for a while but it did allow people to get through.

Mr. Misch stated that they would send out notification to the residents.

Mr. Nash asked how near they are to completion on Franklin Drive.

Mr. Misch replied that they should be done with services by the end of this week.

Mr. Thompson asked what the completion date is on E. 10th Street.

Mr. Misch explained that all of the pipe and tie-ins should be done by next Monday and then they will start restoration.

Mr. Nash asked if he has an overall picture of the complete project.

Mr. Misch replied no and stated that he just brings them to the board as he gets them.

Mr. Thompson stated that he and Mr. Summers have been meeting with the water company and they are trying to coordinate with our paving plan.

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

Mr. Jim Silliman, Jacobi, Toombs & Lanz, passed out plans of the Bono Road Project for the board to review. He stated that he is requesting a tentative modification to the closure that is presently in place because of the material that has been discovered under the pavement. He explained that the contractor started digging out the road on Wednesday and discovered some material that is not behaving the way they expected or wanted it to. He said that they called Mr. Thompson to meet them at the site and spoke with Mr. Summers about a potential modification to the road closure to allow them to do a different subgrade treatment. He explained that instead of replacing localized bad areas they are going to need to replace the entire subgrade and will have to close the road completely for a short period of time of about a week. He said that they are looking at doing it in two segments and the first segment will be from E. Cotton Avenue to Country Club Drive and that would affect Gaslight Apartments and about eight other houses. He said that the second segment would be from Country Club Drive to Green Valley Road and that would be about 17 houses affected. He sent an email and left a message with the hospital to see if the residents could use the side of their parking lot on Bono Road for parking during the first segment closure period. He said that for the second segment they will use a portion that was treated in the first segment for the residents to park or use Green Valley Road. He explained that each segment will be about 1,000 feet long and right now they are finalizing the revision to the subgrade treatment with the contractor to make certain that it will be the best alternative. He requested tentative approval for the eventual closure.

Mrs. Cotner-Bailey asked if they would notify the residents.

Mr. Silliman stated that they will put together a flyer to hand out to all of the residents along the route and the contractor and/or inspector will knock on doors.

Mr. Nash asked how it will affect school busses.

Mr. Silliman stated that they will coordinate with them as well as the hospital, fire department, garbage collection, etc.

Mr. Nash asked if this was all anticipated in the original contract.

Mr. Silliman replied that it was not.

Mrs. Cotner-Bailey asked what caused this.

Mr. Silliman said that they thought when they got in that they would be able to do localized repairs but it appears that the extent of the poor subgrade encompasses so much of the area that it will just be better to treat the whole area.

Mr. Nash asked what the cost would be.

Mr. Silliman stated that there was a cost built in for the localized stabilization and the method that they are looking at will provide an even stronger subbase which will allow them to reduce the pavement section and therefore will save some money on the pavement. He added that with initial treatment that was built in plus that savings, it may be a flat wash.

Mrs. Cotner-Bailey asked when he anticipates the closure.

Mr. Silliman stated that they may be able to start later this week. He said they will have to coordinate that with the subcontractor.

Mr. Thompson asked if he is still waiting to hear from the geo tech to make sure he is confident in the method.

Mr. Silliman replied yes.

Mr. Nash asked if each section is going to take a week.

Mr. Silliman replied yes because the subcontractor is going to have to dig out down to the subgrade then their subcontractor will come in and do their treatment and it has to then be left untouched for at least a day while it cures.

Mr. Thompson stated that the size of the piece of equipment that they have to use is very large and in order to get the complete width of the project it will require complete closure of the road.

Mrs. Cotner-Bailey asked if there could be extra precautions taken to make sure that no one goes around the barricades.

Mr. Silliman stated that since it is a complete closure the barricades wouldn't be staggered and there will be more manpower on the site.

Mr. Thompson stated that the contractor did say that during the curing process they will have someone there if they have to.

Mr. Summers asked if there have been any issues with utilities.

Mr. Silliman replied that because the gas and water have been relocated they haven't had any issues but there was one localized stabilization with a utility and it was determined that the surface was actually low enough. He said that everything will still have to be marked just to make sure.

Mr. Nash asked if this will affect the completion date.

Mr. Silliman said that he will have to double check but it shouldn't that much because they were going to be out there doing similar work anyway.

Mr. Nash asked what the completion date is.

Mr. Silliman replied mid-November.

Mr. Nash asked if the second phase will immediately follow the completion of the first phase.

Mr. Silliman stated that the water company will have to relocate their lines in the second phase which is from E. Cottom Avenue to Graybrook Lane so early spring to early summer they will do that and then road construction will be done summer to fall.

Mr. Thompson moved to approve the change in the maintenance of traffic on the Bono Road Project with proper notification to residents, Mrs. Cotner-Bailey second, motion carries.

Mr. Nash asked if the clocks on traffic signals get off track because Green Valley Road gets backed up from the intersection of Green Valley Road and Daisy Lane around 6:00 p.m.

Mr. Silliman stated that he could get with Mr. Thompson or Mr. Ham and check it out. He also stated that Delta Services does a lot of the maintenance for the city. He then asked Mr. Summers if he knows if that one is actuated or timed.

Mr. Summers replied that he doesn't know.

Mr. Silliman explained that if it is actuated with the loops where it is detecting then it shouldn't be doing that but if it is timed then it could be that the clock just needs to be checked and see if it is off a little bit.

OLD BUSINESS:

1. AT&T – Fiber Optic Installation

Mr. Thompson stated that he spoke with Mr. Monty Gillian and he did say that whenever there is a boring or a cut he will contact the city and submit a permit request and he will also contact him to see what work they are doing and where they will be cutting.

Mr. Thompson moved to approve the project subject to notification of boring or cuts, Mrs. Cotner-Bailey second, motion carries.

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Larry Summers re: HWC Engineering Supplemental No. 1

Mr. Summers stated that they are the firm that is looking at our downtown grid and whether or not we are going to go from one-way to two-way. He said they did a traffic study at the city's request and they are also speeding up their schedule to make sure we meet all of the deadlines for INDOT by throwing their additional workforce at it. He stated the supplemental is in the amount of \$53,459. He also stated that there will be a public meeting for that particular project on Monday, September 19th from 6:00 p.m. to 8:00 p.m. in the auditorium at New Albany High School.

Mr. Nash stated that he understands that there will be two public meetings.

Mr. Summers stated that there will be only one public meeting but there will be a consultant coming to this board prior to that meeting to let the members know what is going to be

presented.

Mr. Nash stated that he was told there would be two public meetings.

Mr. Summers stated that the process only requires one and after that public meeting they will come to this board for a decision.

Mr. Nash noted that the board has had three previous meetings.

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

2. Joe Ham re: Closure request of the north lane on Market Street and Pearl Street

Mr. Ham requested to close the north lane on Market Street and Pearl Street to repair the footer that holds the bricks in place at that intersection. He said that some of the footer has deteriorated and allowed the bricks to shift so they want to get that repaired before Harvest Homecoming.

Mr. Nash asked how long it will take.

Mr. Ham replied probably two days and they will work between 9:00 a.m. and 3:00 p.m. and plate it overnight.

Mr. Nash asked what days the work will be done.

Mr. Ham replied this Wednesday and Thursday if possible.

Mr. Thompson said that Mr. Ham will notify the businesses there.

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

3. Warren Nash re: Signs in rights-of-way

Mr. Nash asked if they were able to start on the sign sweep.

Mr. Ham replied yes and stated they have been picking them up for the last two days.

4. Warren Nash re: Cedar Street Alley

Mr. Nash asked if he was able to fix the problem for the lady on Cedar Street.

Mr. Ham replied yes and stated that they tore it out and poured a concrete cap on it.

5. Warren Nash re: Cherry Street and West Street

Mr. Nash asked about the issue at Cherry Street and West Street.

Mr. Ham replied that he hasn't heard anything back from the state on that.

6. David Duggins re: Speed limit changes

Mr. Duggins explained that redevelopment would like to request a speed limit change on West 7th Street from 30 mph to 25 mph and a speed limit change on Camp Avenue from Adams Street to Corydon Pike to 25 mph. He asked Major Popp if he would increase patrols on West 7th Street because school is back in session and there has been a lot of speeding on that street. He then explained that people bypassing the bridge traffic are flying down through Camp Avenue.

Mr. Thompson asked if West 7th Street is from Valley View to Main Street.

Mr. Duggins replied yes.

Mrs. Cotner-Bailey asked how long it will take to get the new signs up.

Mr. Ham stated that as long as he has signs it will be within one day.

Mrs. Cotner-Bailey moved to approve the speed limit change on West 7th Street to 25 mph and the speed limit change on Camp Avenue to 25 mph, Mr. Thompson second, motion carries.

7. Mickey Thompson re: Fifth Street and Elm Street

Mr. Thompson explained that he spoke with the contractor and they are fitting the line for the liner today and hope to have the other subcontractor in tomorrow to install it. He said that potentially they could be ready to put asphalt down on Thursday and then it will just be a matter of getting the intersection striped so it can be opened back up.

8. Mickey Thompson re: Update on Fairview Cemetery

Mr. Thompson explained that he and Mr. Summers met with the contractor and the architect a couple of weeks ago and the work is in progress. He said they were working on straightening the fence, painting the rot iron fence and have done a lot of work on the wall. He also said that they were actually working on the roof of the mausoleum last week.

APPOINTMENTS:

BIDS:

CLAIMS:

Mrs. Moeller presented the following claims for the period of 08/23/16 to 09/05/16 in the amount of \$2,143,121.62:

General Claims (Bank 1):	213,271.74	
Fire Department:	6,464.22	
Police Department:	7,866.83	
Street Department:	2,837.56	
Parks Department:	23,838.54	
	Total From Above:	254,278.89
Medical/Drug Fund:	1,144.39	
(Bank L)		
Payroll Claims:	1,056,497.24	
(Bank 2)		
Sanitation Fund:	27,290.23	

Thursday Utility Claims:

803,910.87

Total From Above:

1,888,842.73

Grand Total:

2,143,121.62

Mrs. Cotner-Bailey moved to approve the above claims in the amount of \$2,143,121.62, Mr. Thompson second, motion carries.

APPROVAL OF MINUTES:

Mrs. Cotner-Bailey moved to approve the Regular Meeting Minutes for August 30, 2016, Mr. Thompson second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:50 a.m.

Warren Nash, President

Vicki Glotzbach, City Clerk

Vicki Glotzbach

From: Takami, Andrew B <atakami@purdue.edu>
Sent: Thursday, September 8, 2016 4:02 PM
To: Cheryl Cotner
Cc: Mindy Milburn; Vicki Glotzbach; Joe Ham
Subject: Re: Purdue Banner Request

Hi Cheryl, et al.,

Many thanks for your message. I appreciate this information, this guidance.

Purdue Polytechnic New Albany, Purdue University, would like to request our 30-foot long event promotional banner to be placed across Charlestown Road at the City's newest banner site - for the upcoming Purdue Pumpkin Chunking Competition, an official event of Harvest Homecoming. This is the same location that was added to the City's banner sites.

If possible, we would like for the banner to be hung on Wednesday, September 14, and removed on Wednesday, October 5.

Vicki and Mindy: please let me know what else you might need at this point in order to place a request on the agenda. And, of course, depending on when the meeting is next week, of course, please know we are flexible with our request beginning date. We just appreciate the consideration.

Joe: depending on an approval, please direct how/when we can get the banner to you.

We are looking forward to this event once again. It seems to be a growth area for the Festival and, of course, for Purdue Polytechnic New Albany, Purdue University.

Andrew

Sent from my iPhone
Andrew Takami

On Sep 8, 2016, at 3:28 PM, Cheryl Cotner <ccotner@cityofnewalbany.com> wrote:

Hi Andrew!

I got your voicemail. Banner requests must be approved by the Board of Public Works. That's the board that meets every week at 10am in the assembly room. You don't have to be in attendance to make the request, the City Clerk's office can do it on your behalf. I have copied both our city clerk, Vicki, and her deputy, Mindy, on this email. They can put you on the agenda for next week's meeting for the request. You will just need to notify of them of the requested location and dates you want it hung, to make sure both are available.

I have also copied Joe Ham on this email, he is the contact with the street department and can make arrangements with you on getting it hung.

If you need anything else, please let me know!

Thank you!

Cheryl Cotner Bailey

Administrative Assistant to Mayor Gahan

City of New Albany

311 Hauss Square, Room 316

New Albany, IN 47150

Office hours: *Mon- Fri 8a-4p*

ph: 812-948-5333

fax: 812-948-1596

www.cityofnewalbany.com

Vicki Glotzbach

From: Kenny Williams <kraiders2001@aol.com>
Sent: Thursday, September 8, 2016 6:50 PM
To: Vicki Glotzbach
Subject: Fwd: Harvest Homecoming Vendor Request

—Original Message—

From: Kenny Williams <kraiders2001@aol.com>
To: vglotzbach <vglotzbach@cityofnewalbany.com>
Sent: Tue, Sep 15, 2015 10:10 am
Subject: Fwd: Harvest Homecoming Vendor Request

Hey Vicki, Its that time of year. I would like to know if we can do as we have in previous years. I f you could go to the board on are behalf, that would be gratefully appreciated. Just call or email me if you need any more information.

Thanks,
Stacy Dennis

Hello Vicki,

My name is Stacy Dennis with Williams Novelty. Williams Novelty is a family owned and operated business, we have been in business for 20 years. We have been part of the Harvest Homecoming Parade for 20 years and would like to continue. In the past we have had 5 roll carts with cotton candy, balloons, and light up toys. We work the street before and after the parade. If you would like any references just let me know. I look forward to hearing from you and hopefully seeing you this year.

Thank you,

Stacy Dennis
Williams Novelty
(615) 689-8977 cell
(615) 915-2844 Home