

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 29, 2019 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

BIDS:

NEW BUSINESS:

1. Vitor Bueno re: Plat approval for Subdivision of JFN, LLC

COMMUNICATIONS – PUBLIC:

UNFINISHED BUSINESS:

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

APPOINTMENTS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for October 22, 2019

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, OCTOBER 22, 2019 AT 10:00 A.M.

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

OTHERS PRESENT: Police Chief Bailey, Assistant Police Chief Fudge, Fire Chief Juliot, Sidney Main, Russ Segraves, Fire Marshall Chris Koehler, Jessica Campbell, Linda Moeller, David Hall, Tonya Fischer, Bryan Slade, Chris Gardner, Alicia Meredith, 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. Tim Noble with Kentuckiana Building Development re: Widening the drive and curb cut at 424 E. Main Street

Mr. Noble stated that they have been approved to do some new construction at the corner of E. 5th Street and E. Main Street and would like to widen the drive that is already there. He said that most of the work will be done on the E. 5th Street side. He said that there is a curb cut at the back of the property and they are going to widen it a few feet to accommodate an additional garage door.

Mr. Nash asked how wide it is now and how wide does he want it to be.

Mr. Noble stated that it is currently about 14 ft. wide and will probably end up being about 20-22 ft. wide.

Mr. Thompson asked if it will be encroaching on the property behind it on E. 5th Street.

Mr. Noble replied no.

Mr. Nash asked if he has a drawing.

Mr. Noble stated that he has a drawing of the building but he has not had the property surveyed.

Mr. Nash asked Mr. Summers if the plan commission had any recommendation on this drive.

Mr. Summers stated that he was not at the last meeting.

Mrs. Cotner-Bailey stated that she spoke with Mr. Streips this morning and he said they are okay with widening it.

Mr. Noble stated that to accommodate the two doors it will probably be about 22 ft. wide.

Mr. Summers stated that the city's standard allows curb cuts to be between 10 ft. and 20 ft. for residential so it should stay 20 ft. at the curb cut and then flare out to 22 ft. to the doors.

Mr. Thompson asked if he could do that.

Mr. Noble stated that he should be able to do that.

Mr. Noble then showed the drawing to the board and reviewed it with them.

Mr. Thompson asked if he was doing anything to the house.

Mr. Noble stated that house and the one behind it are going to be torn down. He then stated that part of his request was to be able to stage work material in the public right-of-way.

Mr. Nash asked what period of time he's talking about.

Mr. Noble stated that it shouldn't be a long period of time.

Mr. Nash asked if he would have to close the sidewalk at times.

Mr. Noble replied yes.

Mr. Thompson wanted to make sure that no material would be out in the driving lane.

Mr. Noble stated that he is going to try to keep all of his material in his yard so it would just be from the aspect of actually working.

Mr. Nash asked if he would recommend sidewalk closure signs.

Mr. Thompson said he would anytime that he has to close it. He added that if he would happen to have to get into the driving lane, he would have to come back before this board for approval for that.

Mr. Noble stated that he doesn't think he will have to do that.

Mr. Thompson moved to approve with the stipulation that the curb cut not to exceed 20 ft., Mrs. Cotner-Bailey second, motion carries.

COMMUNICATIONS – PUBLIC:

Mr. Larry McIntire, Beam, Longest & Neff, reported on the following:

Notice to Proceed Date: Commence on or before 4/15/2019
Final Completion Date: 240 Calendar Days from NTP or 12/10/2019
Approximate % Complete: 12%

Progress for the Week:

- Contractor installed more trunk line sewer on east side of Slate Run Road.
- Contractor installed more yard drains and made inlet height adjustments.
- Contractor completed install of trunk line under Eastwood Drive.

Upcoming Activities:

- Contractor will continue installing yard inlets and making inlet adjustments.
- Contractor hopes to begin prepping grade for pouring curb later this month.
- Contractor will be installing cross pipes from inlets on west side of road.

Construction / Safety / Utility Issues:

- Designer is looking at drainage near restaurant and yard inlet at Meadow Dr.
- Contractor will continue using flaggers to control traffic at this time.

Mr. McIntire stated that they think they can dig out the large culvert and put it back in a weekend so they would like to close the road completely from Saturday morning at 7:00 a.m. until Monday morning at 5:00 a.m. on a given weekend.

Mr. Nash asked where the culvert is located.

Mr. McIntire stated that it is just in front of the substation close to Charlestown Road.

Mr. Summers asked what weekend they were looking at.

Mr. McIntire replied the 9th of November weather permitting.

Mr. Nash asked if they have a detour route.

Mr. McIntire said you could come around Old Ford and come around Garretson.

Mr. Thompson asked what the alternative is.

Mr. McIntire stated that the alternative would be to do what they discussed earlier and put a run around in but that would take two to three weeks to get that done and this way it would just be one weekend.

Mr. Nash asked if he wants to come back when he knows for sure.

Mr. McIntire stated that right now they are shooting for the 9th so they would like to get approval so that they can get advanced signage and notice out.

Mr. Nash recommended that they go ahead and notify the church.

Mr. McIntire said that they are supposed to talk to them today.

Mr. Summers stated that at this point, he would just like to take this under advisement.

Mr. Thompson recommended that he come back to the board next week to let us know what the church said and by then Mr. Summers can talk to whoever he needs to and then we can make a decision.

Mr. Bob Stein, United Consulting, reported on the following:

MT TABOR RD RECONSTRUCTION

Last Week

- Installed E Oakwood ADA ramp and remaining sidewalk
- Installed Grant Line SE ADA sidewalk
- Installed Topsoil throughout project

This week

- Install Surface asphalt at E and W Oakwood, Tiger Blvd, and school parking lot **(Wednesday – will use flaggers as necessary).**
- Install NW Grant Line ADA ramp. **Need lane shift on Grant Line Rd as previously approved.**
- Install permanent signs
- Install mailboxes and monuments
- Install permanent striping for Tiger Blvd, E and W Oakwood, and Charlestown intersection. **Need lane shifts at Grant Line and Charlestown intersections Thursday or Friday.**

Mrs. Cotner-Bailey stated that there are still orange cones on Grant Line Road as if you would be turning left onto Mt. Tabor and asked if there is a reason for those being there.

Mr. Summers stated that he doesn't know but would talk to them. He said that the only thing he could think is that they were using those to shift traffic when they were paving but he will talk with them to move them if they are not necessary any longer.

Mr. Thompson moved to approve the above lane shift requests from 9:00 a.m. until 2:00 p.m., Mrs. Cotner-Bailey second, motion carries.

Mr. Brandon Frazier, Jacobi, Toombs & Lanz, reported on the following:

- Grant Line Road (Daisy Lane To McDonald Lane):
 - The Contractor is working on:
 - Phase 2 construction (West side of Grant Line Road) is underway and traffic changeover has taken place.
 - Continue installation of the 8' wide trail
 - Modular block retaining wall installation beginning this week.
 - Seeding and sodding is underway
 - Duke Energy relocated utility poles.
 - Navajo Drive has been opened to traffic.

Mr. Nash asked what work they anticipate this week.

Mr. Summers stated that they are pouring the trail in certain locations and installing the wall near the street department.

Mr. Nash asked how far away they are from paving.

Mr. Frazier stated that he doesn't know but can ask for an update on that and report back next week.

Mr. Thompson asked that they check the entrance to Knob Hill from Grant Line because there was a resident that called about that.

Mr. Frazier said he will check on that and follow up next week.

Mr. Rob Philpot, Vectren, presented a sidewalk cut request on Dewey Street for some maintenance work. He said that the sidewalk is actually brick so they will just remove it and put the bricks back in when they are finished.

Mr. Thompson stated that he went out and looked at it and it is pretty close to the handicapped ramp but Sam told him that whatever they get into, they will repair and replace.

Mr. Philpot asked Mr. Thompson if he needs to call him if they have to get out in the street.

Mr. Thompson replied no and said it is not new pavement.

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

UNFINISHED BUSINESS:

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

1. Larry Summers/Wes Christmas re: Final Roadway Paving Update

Mr. Summers stated that you can visibly tell throughout the city that the paving quality has improved substantially over the last few years and Mr. Christmas will go into more detail about that. He also stated that we took a pavement inventory a few years back and have since been

monitoring the pavement conditions and he would say that our city streets are some of the best around this area.

Mr. Nash asked how the lay person would know that.

Mr. Summers said to drive a downtown Louisville street and then drive ours. He also said that we are following a national standard and we have the data to prove that our streets have improved substantially over the last few years.

Mr. Christmas stated that five years ago the city completed a full pavement inventory using the Paser Rating System which is an industry standard system for rating road conditions. He said that it consists of actually physically going out to each and every road and visually assessing the road and there is a guidance document to tell you how to rate the roads in this system. He stated that it is basically a 1-10 rating system with 1 being the worst and 10 being the best and it is also the system that INDOT uses as part of their Community Crossings grant program. He explained that every road segment was rated and put into a database and compiled and then evaluated and that information in that summary table became a component of a pavement management plan. He said that this is what the city put together as a result of the pavement inventory back in 2016 and the plan summarizes all of the information from the inventory as well as does some analysis. He then stated that he is often asked how someone's road gets on the list to be paved and it is really an objective system and less subjective. He said there are two reasons that this was utilized with one being that it is the best practice in order to implement paving and the other is that this is a requirement of the state in order for the city to apply for the Community Crossings Grant Fund which the city has been awarded several years now and is a significant amount of money to be put towards paving. He then said that the roads get on the list by taking a look at the ratings on the roads and the functional classification of the road. He also said that if they are working in a neighborhood, they make an effort to try to get to some of the side streets that are within that neighborhood even though they may not be at the top of the list at that moment.

Mr. Nash asked who determines what a road is classified.

Mr. Christmas stated that volume is a major component in that and INDOT publishes a map that gives a functional classification rating of all of the streets. He said that it will either be classified as arterials, collectors and local roads and streets.

Mr. Nash asked if someone can find that on the internet.

Mr. Christmas replied yes. He then stated that in addition to the functional classifications and doing neighborhoods, they also take a look at geographical balance in the city and try to spread out the improvements throughout the city. He said that they also take a look at capital projects because if there is a major sewer job or something taking place, they obviously wouldn't want to pave beforehand but may want to pave it after it is finished. He also said that having a plan in place and having an annual program really does help us communicate with other utilities or other departments in the city to prioritize and rank roads for when they should and shouldn't be paved. He stated that in the plan developed five years ago there was a goal to have 75% of all roadways with a rating of 5 or higher which would mean fair to good and the other goals were to have 100% of the principal arterials rated fair or better and 75% of minor arterials rated fair or better. He said that with those being goals, you saw early in the program that there was a lot of focus on principal and minor arterials because there were a lot of them in very poor condition and as the plan has matured, they have been able to pull some of that money and put it more towards the collectors and locals. He provided charts to the board and said you can see a significant improvement in the good and fair conditions because when you look at 2016 only 13% were in good condition but going into 2020, 37% are in good condition. He said that he thinks it is pretty clear to see the investment that has been made and the improvements that have been made to the overall network.

Mr. Nash asked if there is a set amount of spending each year.

Mr. Christmas stated that varies every year and going back to 2016 we were just over \$1M for the paving program and in 2019 we are going to finish at probably \$5M being done so the investment in the paving has increased regularly and has also been dependent on how much money the city has been awarded through the Community Crossings Grant.

Mr. Nash asked if costs go up drastically every year.

Mr. Christmas stated that he hasn't seen significant increases lately but it can fluctuate. He then explained that our goal was 75% of all roads being fair or better and where we stand today is at 73% and we had the goal of 100% of arterials being at fair or better and we are currently at 70% which is a significant improvement because it was 44% in 2016. He said that our goal was to have 75% of minor arterials being fair or better and we are at 75% today. He also said just because we hit our goal today doesn't mean we can stop. He explained that in the management plan it identifies a minimum spend level to maintain status quo and that was determined to be about \$1.7M annually just to maintain.

Mr. Nash asked what the major factors are in deterioration.

Mr. Christmas stated that traffic volume, weather conditions, ground conditions and drainage are all big factors.

Mr. Thompson stated that as we have been paving these roads, if there are drainage problems with curbs and gutters, we have been fixing those which help.

Mr. Christmas stated that drainage does impact the condition and the aging of a roadway and INDOT has acknowledged that so that when you apply for a Community Crossings Grant, they allow those funds to be used for drainage improvements as well. He then updated the board on where the paving stands and stated that this week they will be paving on Lexington and Lafayette and they are finishing up in Indian Heights and the paving has been done there. He said as we move forward, they may be able to get one more street paved but they are kind of buttoning up all of the loose ends up and working on punch list items.

Mr. Nash stated that there were some signs put up at some streets that said milling and paving was going to take place and that didn't happen.

Mr. Christmas stated that the intent was to do some additional streets that were next on the list but once they were reviewed more closely, there was no way to get the concrete work done like driveway approaches that were going to have to be replaced prior to the paving. He said there just wasn't enough time to get those done this year so that's why that happened and the residents received a letter explaining what happened.

Mr. Nash asked which streets they were.

Mr. Thompson stated that it was Harbrook, Savannah, Ridgewood, Deerwood, Hazelwood and Ellen Court.

Mr. Nash stated that it was kind of embarrassing that those signs went up and then the work wasn't done and asked how that happened.

Mr. Summers stated that the contractor got a little ahead of themselves and put the signs up prior to us approving them.

Mr. Nash asked how we could prevent that from happening again.

Mr. Summers stated that they have reiterated with them very strongly that all communications have to be confirmed with them before they do anything including signs.

Mr. Christmas stated that they do try to keep an open line of communication and obviously that was a mistake but he will say that trying to juggle the schedule here at the end of the season has

been a real challenge not to say that it can't be improved upon. He also stated that trying to maximize the amount of work that can be done and fit into the contractor's schedule is very tight.

Mrs. Cotner-Bailey asked about the manhole cover on Green Valley Road. She also mentioned the loops at Mt. Tabor Road and Bell Lane and said they are a huge problem with that light changing.

Mr. Summers said they should be getting to the manhole. He also said that he has been in communication with Delta and the detector housing was damaged during the milling so they are supposed to be onsite today working on Bell Lane.

2. Fire Chief Juliot re: Fire Department Hiring Process

Fire Chief Juliot stated that the board has before them a resolution to approve the hiring process for the city's fire department.

Mr. Nash asked why they have to approve another policy.

Fire Chief Juliot stated that every two years they update the policy when they do the hiring resolution. He also stated that they did receive a grant from Homeland Security FEMA for approximately \$2.5M to hire additional fire fighters.

Mr. Nash asked what that has to do with this.

Fire Chief Juliot stated that they need to update the hiring resolution and accept applications for employment.

Mr. Nash asked what is changing from the last time.

Fire Chief Juliot said that the only significant change is that instead of putting on an agility test themselves they are going to ask the candidates to acquire their own CPAT Cards which is a nationwide standard so at the time of hire, they would have to have a card that is good for two years. He said that they do reserve the right to do a claustrophobia test as well as an aerial climb for heights because those two things are not in the CPAT Card requirements.

Mr. Nash asked what they will do with that money.

Fire Chief Juliot stated that the money is for salaries and benefits for new hires for three years.

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

3. Vicki Glotzbach re: Two Handicapped Parking Spaces for Graphic Packaging

Mrs. Glotzbach explained that she was contacted by Ms. Jamie Johnson at Graphic Packaging and that she requested two handicapped parking spaces in front of their business at 1502 Beeler Street. She said that Ms. Johnson told her that they have two handicapped employees that really need handicapped spaces.

Mr. Thompson stated that this is something that he has been working with them on and we had to make some modifications to the curb there so that they could have them.

Mr. Summers stated that we installed a ramp over there recently as well for better access.

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

4. Cheryl Cotner-Bailey re: Trick or Treat Hours

Mrs. Cotner-Bailey stated that the board needs to set suggested hours for trick or treating so she proposed 6:00 p.m. until 8:30 p.m. on Thursday, October 31st which is Halloween night.

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

5. Vicki Glotzbach re: Dumpster permit extension for 1108 E. Elm Street

Mrs. Glotzbach explained that she was contacted by Ms. Kristen Sprecher to see if she could get an extension on her dumpster permit for one more week.

Mr. Thompson stated that it is in place and has reflective tape on it.

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

6. Fire Chief Juliot re: Trunk or Treat

Fire Juliot explained that Trunk or Treat will take place on this Saturday, October 26th at the riverfront from 6:00 p.m. until 8:00 p.m. and they will have inflatables and approximately 20 vendors. He said that the rain location is at the parking garage.

APPOINTMENTS:

CLAIMS:

Mrs. Moeller presented the following claims for the period of 10/08/19 to 10/21/19 in the amount of \$1,405,537.31:

General Claims (Bank 1):	180,210.63
Fire Department:	14,599.89
Police Department:	31,603.97
Street Department:	81,280.82
Parks Department:	40,926.23
	Total From Above: 348,621.54
Medical/Drug Fund:	-
(Bank L)	
Payroll Claims:	804,213.14
(Bank 2)	
Sanitation Fund:	-
Thursday Utility Claims:	252,702.63

Total From Above: 1,056,915.77

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Board of Works
October 22, 2019

Grand Total: 1,405,537.31

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 October 15, 2019, Mr. Thompson second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 11:00 a.m.

Warren Nash, Vice President

Vicki Glotzbach, City Clerk



Jeff M. Gahan, Mayor

CITY OF NEW ALBANY, INDIANA
NEW ALBANY CITY PLAN COMMISSION
NEW ALBANY BOARD OF ZONING APPEALS
SCOTT WOOD, DIRECTOR

March 22, 2017

Israel Snider
1638 East Market Street
New Albany, IN 47150

In Reference to:

Docket C-05-17: Israel Snider requests a Preliminary Plat approval for a two (2) lot subdivision in the I-1b, Light Industrial Park district, at 400 Industrial Blvd.

Docket C-05-17: Israel Snider requests a Secondary Plat approval for a two (2) lot subdivision in the I-1b, Light Industrial Park district, at 400 Industrial Blvd.

Mr. Snider,

This is to advise you that the New Albany City Plan Commission considered the above-referenced docket at its regular meeting on March 21st, 2017, where it was authorized with the following conditions:

1. The applicant shall ensure the existing sidewalk is located within the right-of-way for Mt. Tabor Road. If any section of the sidewalk falls on private property the applicant shall dedicate right-of-way.
2. All new curb cuts to Progress Boulevard or Mount Tabor Road are subject to approval of the New Albany Board of Public Works and Safety.
3. There is a thirty (30) day moratorium from the date of the meeting, after which the final plat may be recorded.

If you have any questions, please contact this office.

NEW ALBANY CITY PLAN COMMISSION

SCOTT B. WOOD, DIRECTOR