

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

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

OTHERS PRESENT: Fire Chief Juliot, Fire Marshal Koehler, Assistant Police Chief Fudge, Larry Summers, Chris Gardner, Linda Moeller, Courtney Lewis, Joe Ham, Sidney Main, David Hall, John Rosenbarger, Bryan Slade, Jessica Campbell, Mike Hall, Tonya Fischer, Alicia Meredith, David Brewer and Vicki Glotzbach

CALL TO ORDER:

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

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)

Ms. Thomas presented the above street cut request and requested approval.

Mr. Thompson stated that it is a vacant lot next to a new building.

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

2. Derek Misch, Dan Christiani re: Saw cut permit at the end of Durgee Road

Derek Misch stated that they are putting in a water line at the end of Durgee Road by the railroad tracks and requested the board's approval.

Mr. Thompson explained that this is in the city's industrial park and it is for a new building.

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

COMMUNICATIONS – PUBLIC:

Rob Philpot presented a request to replace the main under the railroad tracks. He presented a map of the project to the board and explained that will not be doing any road cuts but they will be working in the right-of-way. Said map is on file with the City Clerk's office.

Mr. Nash asked if there will be any disruption in the traffic.

Mr. Philpot replied no. He explained that it will start back by the car wash and goes over to the Chinese restaurant so it is pretty far off the road. He added that if any disruption of traffic comes up he will call Mr. Thompson.

Mr. Thompson moved to approve the tunnel under Grant Line Road at the railroad tracks, Mrs. Cotner-Bailey second, motion carries.

OLD BUSINESS:

TABLED ITEMS:

COMMUNICATIONS - CITY OFFICIALS:

1. Courtney Lewis re: Event permits

Ms. Lewis presented a request for Trinity United Methodist Church to use the riverfront for their Blood Water Walk on September 16th. She explained that the hours will be from 6:00 a.m. - 2:30 p.m. and that includes set up and tear down and added that they will need the boat ramp closed.

Mr. Nash asked if they are going to do it all on water street and are aware of the construction that is going on.

Ms. Lewis replied yes.

Mr. Thompson asked when the ramp needs to be closed.

Ms. Lewis replied September 16th by 6:00 a.m.

Mr. Thompson suggested that they close it the night before.

Ms. Lewis presented a request for K&I FourWheelers to use the amphitheater for the FourWheel Drive/Car Show on October 17th. She explained that the hours would be from 8:00 a.m. – 4:00 p.m. and that includes set up and tear down. She explained that they will have tents, vendors and possibly food trucks.

Mr. Nash asked if that is the weekend of the Harvest Homecoming.

Ms. Lewis stated that it is the day of the parade but the only thing set up in that area will be the rides and those are on the other side of the parking lot.

Ms. Lewis presented a request for The Kukes to use of the amphitheater for their Kukes Run-Up to Abbey Road on the River on May 13th. She explained that the hours will be from 12:00-7:00 p.m. and that includes set up and tear down. She stated that they set up a couple of tables and play for family and friends.

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

2. Larry Summers re: Update on ADA downtown ramps

Mr. Summers reported that they are 82% complete on the ramps and explained that this percentage includes 102 ramps and 23 remaining.

Mr. Nash asked if he found out how many of those were repeated.

Mr. Summers replied no and stated that he would find out.

3. Larry Summers re: Update on McDonald Lane

Mr. Summers stated that they have started the manhole work in the area so the residence may notice some disruption to traffic.

Mr. Nash asked if they expect any disruption between Rita Drive and Charlestown Road.

Mr. Summers stated that is where they are working there right now.

4. Larry Summers re: Greenway construction

Mr. Summers stated that the greenway power driving that was going on is now complete and while he didn't think there was much sound disruption associated with the work, if they had any complaints it is now finished.

5. Larry Summers re: HWC Engineering Contract

Mr. Summers presented a contract with HWC for engineering services. He explained that they are going to be coordinating the downtown grid modernization project with the paving project as well as State Street signals. He stated that the work is included in the contract and will be billed hourly not to exceed \$54,000.00.

Mr. Nash asked for the start and finish dates.

Mr. Summers stated that the letting for the grid modernization project is tomorrow so they will know who the contractor is and start firming up dates.

Mr. Nash stated that this includes the grid modernization, annual paving, curb ramp and the State Street signals.

Mr. Summers stated that it isn't the annual paving but the paving of the grid.

Mr. Thompson stated that he thinks it is a good idea because they have a lot of projects going on at the same time.

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

6. Linda Moeller re: Bank Reconciliation Worksheet for January 2017

Mrs. Moeller presented the January 2017 bank reconciliations and asked that they be entered into the record.

7. Linda Moeller re: Materiality and Internal Control Policy

Mrs. Moeller presented the Materiality Policy for the board to review and explained that they are required by state statute to create a policy ensuring that if the city has any monetary losses are reported to the State Board of Accounts. She stated that the cash threshold of loss has been set at \$5,000.00 and any property over \$50,000.00, both of which has to be reported.

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

Mrs. Moeller presented the Internal Control Policy for the board to review and explained that these are safeguards that are put into place by state and federal standards to monitor day-to-day activity in the city. She stated that this establishes that the city recognizes that there are internal controls that they need to follow and that they will follow them and monitor. She explained that it sets up a committee that anyone within the department can come to for advice.

Mr. Nash asked who is on the committee.

Mrs. Moeller replied the mayor, the legal department and herself. She added that both policies have been reviewed by Mr. Gibson.

Mrs. Cotner-Bailey moved to approve the Internal Control Policy, Mr. Thompson second, motion carries.

8. David Brewer re: Update on Breakwater fire

Mr. Brewer stated that they had a fire at the 400 block of Elm Street over the weekend and explained that the fire was in an unoccupied section of the Breakwater development that was under construction. He thanked Fire Chief Juliot, Deputy Chief Gadd, Fire Marshal Koehler and the fire department for their coordination and hard work on getting it under control. He stated that they have already started the rebuild after assessing the damage this morning and that wouldn't have happened if the fire department hadn't saved the building. He thanked the City of

Jeffersonville, the Town of Clarksville and Georgetown for their assistance as well. He explained that he will continue to monitor the progress and the process of construction during the rebuild and stated that the fire is still under investigation so he is unable to comment on that at the time.

Mr. Nash stated that there is some confusion as to what part of the complex burned and asked Mr. Brewer if he could comment on that.

Mr. Brewer stated that it was the unoccupied building on the 4th and Elm Street side and was currently under construction.

Fire Chief Juliot stated that the building that was heavily damaged was the one on Elm that ran to 5th Street. He added that they are getting close to determining the cause and that information will be released.

Mr. Nash asked if the state fire marshal is involved in the investigation.

Fire Chief Juliot stated that they have been notified but the investigation has been handled locally by Fire Marshal Koehler.

Assistant Police Chief Fudge stated that the roadways are opened up on 4th, 5th, Spring and Elm but the sidewalks are still shut down for construction.

Mr. Nash stated that the board would like to thank all the departments for working so well together and also thanked the other districts and municipalities that helped out.

Mr. Thompson explained that he contacted the foreman that is running the job for Flaherty but he hasn't heard back from him to let them know what the board needs to do regarding closures for the continuing work that they are doing.

9. Warren Nash re: New Albany High School Basket Ball Team

Mr. Nash stated that the boys' basketball teams starts the defense of their state championship title tonight at Seymour and he wanted to wish them well.

10. Mickey Thompson re: Dumpster Permit on Spring Street for 336 Pearl Street

Mr. Thompson explained that the clerk's office was contacted regarding a request for a dumpster in an alley today. He recommended that they place it on Spring Street and asked the board for approval.

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

11. Warren Nash re: Dumpsters on the corner of Market and Pearl

Mr. Nash asked Mr. Thompson if he knew how much longer Mr. Chalfant will have the dumpster at this location.

Mr. Thompson stated that the last time he spoke with him he said approximately 10 more days. He added that he contacted him because the dumpster damaged the new paving and he let them know they would have to pay for damage.

12. Warrant Nash re: Signals on State Street

Mr. Nash stated that whatever has been done on State Street with signals leading up to the interstate has been very helpful.

Mr. Summers stated that they replaced the controller in the cabinet and were able to coordinate the timing with the state's signals.

Mr. Nash asked if we could look at doing something like that on Grant Line Road.

Mr. Summers explained that he is looking into upgrading all of the signal equipment throughout the city.

Mr. Nash stated that when Christian Academy drops off and picks up the traffic backs up to the interstate.

Mr. Summers stated he has talked with Mr. Thompson about that quite a bit and explained that it is especially bad in the mornings but that is also the rush hour on Grant Line Road so there isn't much timing to steal in order to give them more time.

13. Jim Silliman re: Contract for work on Bono Road from W. Cotton to Graybrook

Mr. Nash asked if the contract is already done.

Mr. Summers stated that the contract has not been bid yet and they are waiting on the water company to do some utility locations.

Mr. Silliman explained that that they will be relocating the water main outside of the roadway so they are wrapping up the design and coordinating with the water company to do that work. He stated that the schedule should be similar to phase I where the utilities came in and worked for the first three months of the construction season.

Mr. Nash asked when he anticipates it closing.

Mr. Silliman stated that he doesn't want to use the words closure or traffic maintenance just yet and explained that they will coordinate more with the city regarding the maintenance of traffic because there are three lanes through most of the area so this will be a little different than how they worked phase I.

APPOINTMENTS:

BIDS:

CLAIMS:

APPROVAL OF MINUTES:

Mrs. Cotner-Bailey moved to approve the Regular Meeting Minutes for February 21, 2017, Mr. Thompson second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:38 a.m.

Warren V. Nash, President

Vicki Glotzbach, City Clerk