

**A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WAS HELD IN ROOM 100 AT NEW ALBANY CITY HALL ON TUESDAY, AUGUST 16, 2022 AT 10:00 A.M.**

**PRESENT:** Cheryl Cotner-Bailey, member, David Brewer, member and Mickey Thompson, president.

**OTHERS PRESENT:** Police Chief Bailey, Fire Chief Juliot, Fire Marshal Mayfield, Linda Moeller, Phil Aldridge, Sidney Main, Brad Fair, Bryan Slade, Shane Gibson, David Hall, Jessica Campbell, Krystina Jarboe, Larry Summers, Mustafa Al-Taie, Krisjans Streips, Councilman Dickey, Sean Payne and Vicki Glotzbach

**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:**

**BIDS:**

**NEW BUSINESS:**

**1. On-Call Agreement Jacobi, Toombs & Lanz**

**Mr. Summers** stated that this is a general service agreement between the city and Jacobi Toombs & Lanz for on-call services under \$25,000.00.

**Mrs. Cotner-Bailey** asked if it has been reviewed and approved by legal.

**Mr. Summers** replied yes.

**Mrs. Cotner-Bailey** moved to approve the agreement, **Mr. Brewer** second, motion carries.

**2. Verizon/MCI re: Encroachment Permit for 109 Cherry to 1850 State, 3316-3317 Grant Line Road, 2407 Grant Line Road to 1801 Ann Street, 2441 State Street and 4750 Charlestown Road to 4100 Charlestown Road**

**Mr. Thompson** explained that that he met with them and walked the proposed sites. He stated that the board received copies of the permits in their packets to review.

**David Mills, Director of ISP/OSP for Power of Design Group** explained that they are currently extending off the Verizon backbone that is already in place within the city. He stated that some are feeding existing tower sites and some are migrations sites to feed into businesses. He added that a closeout package would be afforded to the city that would contain before and after photos of the work. He stated that the construction company on behalf of Verizon will be overseen by Leducor and they will do their duties as far as property notification and traffic control.

**Rodney Horning, Field Construction Manager for Leducor** stated that he will be onsite overseeing the construction and making sure the restoration is completed.

**Ronnie Kuerzi, Senior Manager of Verizon for Indiana & Kentucky** stated that Mr. Mills and Mr. Horning will be the ones overseeing the project for Verizon.

**Mr. Thompson** stated that the Grant Line Road application is different from the one that was submitted to the clerk for the packet because he didn't have the revision that was made yet. He added that they made small adjustment to where they cross Grant Line to move it to the crosswalk as appose to midblock. He added that they are aware that work needs to hold off until school busses are clear and that if any closures are needed that they will have to come back to the board to present a Mot.

**Mrs. Cotner-Bailey** stated that the project dates show the completion date as being August 3.

**Mr. Mills** stated that some of these plans were submitted back in April so the dates will need to be revised.

**Mrs. Cotner-Bailey** asked when they will begin and when they will be completed.

**Mr. Green** stated that each site is different and all depends on where they get started but none of the work should take more than a week.

**Mr. Kuerzi** added that going forward the board will several of these projects come down the line because they are filling in the coverage gaps

**Mr. Brewer** asked if there will be any disconnect of service during these installations.

**Mr. Kuerzi** replied no and stated that it is an expansion of service.

**Mr. Brewer** asked what hours they are going to work.

**Mr. Green** stated that they will base their hours off of city requirements and they will notify the residents before any work begins.

**Mr. Thompson** stated that they would want them to communicate with residents/businesses if a bore pit is going to need to be on their property.

**Mr. Green** stated that the contractor will place door hangers at each location.

**Mr. Kuerzi** stated that the door hanger will also have a contact number for them to utilize and when 811 goes out to locate they will start seeing markings in their yard.

**Mrs. Cotner-Bailey** asked Mr. Thompson if he would like them to update the permits or just notify him when they finalize their start dates.

**Mr. Thompson** stated that they will update the permit and resubmit.

**Mrs. Cotner-Bailey** stated that they typically likes to confine hours of operation between 9:00 a.m. – 3:00 p.m. to allow for rush hours and school traffic.

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

### **3. Kevin Dupont re: Dumpster permit at 1219 E. Elm Street**

**Nick Dupont** stated that Mr. Kevin Dupont couldn't be present so he is here to request the permit on his behalf. He explained that from what he understands there was an issue with a dumpster they had on Elm Street.

**Mr. Thompson** explained that the city requires that anyone placing a dumpster in the right-of-way to have a permit that is approved by this board. He stated that the location he mentioned was brought to their attention because the dumpster had been there for quite some time. He added that this board typically only approves the requests if there is no other location on the property to place the dumpster and they only approve them for two week increments.

**Mrs. Cotner-Bailey** asked if they own the property.

**Mr. Dupont** replied no and stated that it is owned by one of their clients. He added that they do not have a driveway or alternative place on the property to place the dumpster.

**Mrs. Cotner-Bailey** asked how long he anticipates the project taking.

**Mr. Dupont** stated that they anticipate it taking ten weeks and it has been there five already.

**Mr. Thompson** stated that the board would not approve a dumpster to sit on the street for 15 weeks.

**Mr. Dupont** asked what their other options would be.

**Mr. Thompson** suggested using a hauling company or storing the items on the property until they get enough to fill a dumpster. He added that the board can approve it for two weeks today but it will need to be removed after that time period.

**Mrs. Cotner-Bailey moved to approve the dumpster permit for two weeks, Mr. Brewer second, motion carries.**

**COMMUNICATIONS – PUBLIC:**

**Mr. Christmas** reported on the following:

Progress for the Week:

- **MONDAY 8/8/22** – Louisville Paving continued pour driveways on Jacobs Dr. Libs milled Audubon Dr; South Audubon Dr; North Audubon Dr; and Twin Oaks Dr. Libs finished patching on E. Main St.
- **TUESDAY 8/9/22** – Louisville Paving installed curb on Stover Dr. and started forming and pouring driveways behind the curb machine. Libs milled Huston St. and Wren Rd. Libs then started patching on Audubon Dr; South Audubon Dr; North Audubon Dr; and Twin Oaks Dr. in the westbound lane. Libs started drainage correction at 1600 block of E. Main St.
- **WEDNESDAY 8/10/22** – Louisville Paving pouring back driveways. Libs finished patching on Audubon Dr; South Audubon Dr; North Audubon Dr; Huston St; Twin Oaks Dr; and Wren Rd. Libs finished drainage correction at 1600 block of E. Main St.
- **THURSDAY 8/11/22** – Louisville Paving Pouring back driveways. Libs paved repave Audubon Dr; South Audubon Dr; North Audubon Dr; Huston St; and Wren Rd. Libs continuing to work on curb, sidewalks, and curb ramps on Woodbourne Dr.
- **FRIDAY 8/12/22** – Louisville Paving dug out and prepared curb on remaining side of Pamela Dr and Denny Dr. north of the bridge. Libs paved Twin Oaks Dr. Libs Continuing to work on curb, sidewalks, and curb ramps on Woodbourne Dr.

Upcoming Activities:

- Finish concrete work on Woodbourne Dr. and Castlewood Dr.
- Start curb ramp updates on South St. and Jaycee Dr.
- Mill, patch, and repave Stover Dr; Jacobs Dr; and Zurschmiede Dr.
- Finish curb and gutter work, including restoration, in the Brent Heights neighborhood north of the bridge on Pamela.

Construction Issues:

- None

**UNFINISHED BUSINESS:**

**1. Mrs. Cotner-Bailey re: Kelley Carnighan and Silver Hills Signs**

**Mrs. Cotner-Bailey** asked Mrs. Glotzbach if Mr. Carnighan sent her any information

**Mrs. Glotzbach** replied no.

**Mr. Thompson** stated that he did contact him and suggested that the city logo be added to the signs and signpost. He added that he looked into the issue that were brought up with the right-of-way and easement and it does appear that the sign he wants to install is on private property.

**Mrs. Cotner-Bailey** stated that she also requested that he provide through the clerk's office information on who would be maintaining the stone sign.

**Mr. Thompson** stated that he was also supposed to provide the board with a letter form the homeowner.

**TABLED ITEMS:**

**COMMUNICATIONS – CITY OFFICIALS:**

**1. Krystina Jarboe re: Special Event Permits**

**Sunday, October 2 – Harvest Homecoming: Pumpkin Decorating Contest**

- Request to use City Square (1:00pm to 7:00pm)
- Request to use State Street Parking Garage in case of rain
  - Will only be using the street level (see map)
- Will reach out to KJ to notify if event needs to move from City Square to parking garage morning of the event.

**Mrs. Cotner-Bailey** asked Mrs. Campbell if it is okay for them to use the parking garage for a rain location.

**Mrs. Campbell** stated that it was used last year but the request will have to go through the redevelopment commission.

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

**Monday, October 3 – Harvest Homecoming: Kids Dog Show on the Riverfront**

- Request to use amphitheater (4:00pm to 8:00pm)
- Request to use amphitheater restrooms (4:00pm to 8:00pm)
- Will use amphitheater’s electric for microphone and music
- Poop Plan = doggie bags are given out during the event. Volunteers will walk around after the event to make sure everything was picked up.

**Mrs. Cotner-Bailey** stated that it is a really cute event and is one of her favorites.

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

**Wednesday, October 5 to Sunday, October 9 - DNA: HHC Farmers Market at City Square**

- Set Up = Wednesday, October 5 from 4:00pm to 7:00pm
- Hours = October 6 to October 9 – 9:00am to 5:00pm  
Tear Down = Sunday, October 9 – 5:00pm to 7:00pm
- Request to use Bank Street parking spaces along City Square on Saturday, October 8

**Mr. Thompson** stated that using the Bank Street parking spaces will have to be worked out between DNA and HHC because some booths set up in that area.

**Mrs. Cotner-Bailey moved to take this request under advisement, Mr. Brewer second, motion carries.**

**Saturday, October 8 to Saturday, December 31 – DNA: Saturday Farmers Market at City Square (9:00am to 1:00pm)**

- Request to use City Square
- Request to use Bank Street parking spaces along City Square
- Request interior and exterior “No Parking” signs
- No road closure needed

**Ms. Jarboe** stated that she would like to change the beginning date on this to Saturday, October 15-December 31 from 9:00 a.m. – 1:00 p.m.

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

**2. Krisjans Streips – Right of Way Tree Plantings in Thomas Street Area**

**Mr. Streips** presented a drawing of the planting plan in the Thomas Street area for the board to review. He explained that they are wrapping up the previous area and plan to move to Thomas Street in ~ two weeks. He stated that there are 11 spots for trees on 9 different properties and they will be receiving letters in the next couple of days.

**Mr. Thompson** asked if the same rules apply such as the arborist determining types of trees.

**Mr. Streips** stated that he has looked at the entire area to determine which trees would be adequate to plant in this location. He added that there is a variety of species on his proposed list.

**Mrs. Cotner-Bailey** asked if the owners have been notified

**Mr. Streips** stated that a letter will be going out soon

**Mrs. Cotner-Bailey** asked if the residents can opt-out.

**Mr. Streips** replied yes.

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

#### **4. Larry Summers re: Converting Audubon Drive to two-way traffic**

**Mr. Summers** explained that Audubon was changed to a one-way for a short section when the McDonalds went in years ago. He stated that they had a request from a resident to convert it back to two-way and the city determined that this was the best course of action, but they wanted to wait until the street was repaved to make the change. He added that part of this year's paving program they did repave Audubon and he is requesting that the board approve converting it back to two-way.

**Mrs. Cotner-Bailey** asked if notice will be going out to residents.

**Mr. Summers** stated that he has had a conversation with the communications team about getting information out about this.

**Mrs. Cotner-Bailey** asked when this would go into effect if the board approves the request.

**Mr. Summers** stated that right now they have a temporary stop sign in place so it is functioning as a two-way so it could transition immediately pending board approval.

**Mrs. Cotner-Bailey moved to approved pending notification to the residents, Mr. Brewer second, motion carries.**

#### **5. Larry Summers re: Improve 64 Public Information Meeting**

**Mr. Summers** notified the board that the Improve 64 Public Information Meeting is going to be tomorrow at 6:00 p.m. at Scribner Middle School (Door 1). He added that INDOT briefed the city on what the project entails and the traffic model shows that it is going to be a marked improvement.

#### **6. Larry Summers re: Emergency repair at the entrance of Kohl's**

**Mr. Summers** reported that Silver Creek Water did an emergency repair at this intersection which required them to cut a hole in the asphalt. He stated that they were going to go back to make the repairs but given the condition of the asphalt at this location he is going to ask Libbs to take care of that portion from the stop sign to the red light. He added that INDOT is going a signal project at that location and they want to make sure the asphalt is good for that installation.

#### **7. Mickey Thompson re: Main Street Project Update**

**Mr. Thompson** reported that they expect to be finished by Friday (weather permitting).

#### **8. Mickey Thompson re: Project at library**

**Mr. Thompson** stated that that the board received information about work that needs to be done at the library and they had some questions about logistics and timing. He reported that the project has started, they have a dumpster on Spring Street in the parking spaces, and are anticipating another 4-5 weeks of work to finish the project.

**Mrs. Cotner-Bailey moved to approve the dumpster request, parking and sidewalk closures through the end of September, Mr. Brewer second, motion carries.**

**9. Mickey Thompson re: ROW Permit request by AT&T**

**Mr. Thompson** presented a request for AT&T at 4407 Charlestown Road for a 125' bore from an existing hand hole to an existing pole on the side of the road.

**Mrs. Cotner-Bailey** asked if this would impact traffic.

**Mr. Thompson** replied no.

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

**10. Mickey Thompson re: Green Valley Villas**

**Mr. Thompson** reported that the intention had originally been for Duke to place a pole on The Villas property but the developer has sense requested that they install it underground. He stated that they are having a meeting on site to see if this is possible without having to pothole Green Valley Road, as it was recently paved and striped.

**APPOINTMENTS:**

**CLAIMS:**

**APPROVAL OF MINUTES:**

**Mrs. Cotner-Bailey moved to approve the Regular Minutes for August 9, 2022, Mr. Brewer second, motion carries.**

**ADJOURN:**

**There being no further business before the board, the meeting adjourned at 10:57 a.m.**

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Mickey Thompson, President

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Vicki Glotzbach, City Clerk