

**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 30, 2022 AT 10:00 A.M.**

**PRESENT:** David Brewer, member and Mickey Thompson, president. Cheryl Cotner-Bailey, member, was not present.

**OTHERS PRESENT:** Assistant Police Chief Fudge, Fire Chief Juliot, Linda Moeller, Phil Aldridge, Brad Fair, Bryan Slade, Larry Summers, Sidney Main, Jessica Campbell, David Hall, Sean Payne, Krystina Jarboe, Councilman Adam Dickey and Vicki Glotzbach

**CALL TO ORDER:**

**Mr. Thompson** called the meeting to order at 10:04 a.m.

**PLEDGE OF ALLEGIANCE:**

**BIDS:**

**NEW BUSINESS:**

**1. Jon Broadway re: POD placement request at 714 Rolling Creek Drive**

**Mr. Broadway** stated that he needs to ask permission to keep a POD for storage on the side of the street. He said that he had pipe damage in his house and it flooded the entire first floor. He stated that it was an emergency situation and the POD was delivered and got stuck in the front yard so they had to move it. He said that there was about \$50,000.00 in damages and he had to store all of his stuff in the POD. He stated that he is temporarily living in his camper in the driveway because of all of the mold they discovered when they took up the flooring. He said that he just wanted to make sure that it is okay to keep the POD sitting there.

**Mr. Thompson** asked if he has any idea how long it will need to sit there?

**Mr. Broadway** stated that they told him a few more weeks. He said that they haven't started construction yet but are hoping to start this week.

**Mr. Brewer** asked if there was going to be a dumpster placed as well?

**Mr. Broadway** said that he was going to ask about that because if not, they will just fill up the trailer and he will have to take it away every day. He stated that he will do whatever he has to do.

**Mr. Thompson** stated that this board can approve a dumpster but he was in the neighborhood checking on a different issue and he noticed the POD in the right-of-way. He said that he knew that the board didn't approve it and anything that is placed in the right-of-way has to be approved. He stated that typically he tries to see if there is somewhere on the property that it can be placed just for safety concerns because if something is in the right-of-way, there is that chance that someone could run into it. He said that he understands that Mr. Broadway's situation is different in that he has to live in the camper in the driveway where he would typically place the POD while the work is going on. He then asked Mr. Broadway if he thinks the contractor is going to need a dumpster?

**Mr. Broadway** stated that he believes the contractor will need to place a dumpster because they don't have all of the subflooring up yet.

**Mr. Thompson** stated that the board typically approves these for two weeks and ask that you try to expedite it if possible.

**Mr. Brewer moved to approve the POD as well as a dumpster with the stipulation that Mr. Broadway contact them in two weeks to follow up and let them know if he needs an extension, Mr. Thompson second, motion carries.**

## **2. Parks Master Plan Update – Service Agreement**

**Mr. Summers** stated that the board has a contract before them with HWC Engineering in order for them to update the Parks Master Plan and the contract will be funded through NARC. He said that they are going to look at each of our parks around the city to look for ways that they can be improved and also look at ways to connect our parks better so that residents can more easily enjoy all of the parks throughout the city. He stated that total for the contract is \$44,500.00.

**Mr. Thompson** asked if this contract is due to our current five-year contract expiring?

**Mr. Summers** replied yes.

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

### **COMMUNICATIONS – PUBLIC:**

#### **UNFINISHED BUSINESS:**

##### **1. St. Mark’s Church re: Change to entrance and exit during Harvest Homecoming**

**Mr. Thompson** stated that he visited the site and his concern at the last meeting was if the state was going to want to make vaccinations available like they did last year and Mrs. Cotner-Bailey found out that the state does want to come down and set up for vaccinations again this year during Harvest Homecoming. He said that his conversation with Mr. Hengartner before the meeting was about the area where they could be allowed to set up for vaccinations because Mr. Hengartner’s proposed change takes away that area they used last year. He stated that there are at least two and possible three places where they could set up in that same general location. He said there is a driveway on the Third Street side that would not be in use according to the church’s proposal so they could have pretty much the same set up as they had last year except, they would be on Third Street as opposed to Market Street. He stated that he thinks they can accommodate everyone here and let the church use their proposed plan to help with their parking concerns.

**Mr. Brewer moved to approve subject to meeting with Battalion Chief Kron to make sure that the area that we provide for the state will work for what they need, Mr. Thompson second, motion carries.**

### **TABLED ITEMS:**

### **COMMUNICATIONS – CITY OFFICIALS:**

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

##### **Wednesday, October 5 to Sunday, October 9 - HHC: Festival Booths**

- Request for Market Street Road Closure (from State St to 3<sup>rd</sup> St) Wed. Oct. 5 at 5:00pm to Sun. Oct. 9 at Midnight
- Request for Pearl Street Road Closure (from E Spring St to E Main St) Wed. Oct. 5 at 5:00pm to Sun. Oct. 9 at Midnight
- Request for Bank Street Road Closure (from E Market St to E Main St) Wed. Oct. 5 at 5:00pm to Sun. Oct. 9 at Midnight
- Request for E 3<sup>rd</sup> Street Road Closure (from E Market St to E Main St) Wed. Oct. 5 at 5:00pm to Sun. Oct. 9 at Midnight
- HHC Office Building (along E Elm & Pearl St) Wed. Oct. 5 at 5:00 pm to Sun. Oct. 9 at Midnight
- Booth Set Up = Wed. Oct. 5 at 6:00am; Streets close at 5:00pm
- Booth Tear Down = Sun. Oct. 9 at 5:00pm to midnight; Streets open at midnight
- Trash clean-up will be performed during and after event
- Blevins Sanitation Inc. Porta Potties:

- Drop off = Wed. Oct. 5
- Pick up = Mon. Oct. 10

**Mr. Thompson** asked about the parking lanes that they want to close by the Harvest Homecoming Building.

**Mr. Eichenberger** stated that it is just the two spots on Pearl Street in front of the building.

**Mr. Thompson** asked if they could do it with just posting “No Parking” signs? He added that they can’t barricade it because HHC workers will be pulling in and out.

**Mr. Eichenberger** replied yes.

**Ms. Jarboe** stated that Mr. Thompson requested that the porta potties be picked up on Sunday.

**Mr. Eichenberger, Harvest Homecoming**, stated that they can be picked up at 6:00 a.m. on Monday, Oct. 10<sup>th</sup>.

**Ms. Jarboe** asked if that is okay?

**Mr. Thompson** stated that last year they had some issues and this year they met and talked about some of those things and one of them was that there were dumpsters and porta potties on Market Street on Monday morning so they would prefer that those be picked up before Monday morning.

**Mr. Eichenberger** stated that there was some miscommunication on what time they were supposed to be picked up last year but he has been assured that they will be gone by 6:00 a.m. this year.

**Mr. Thompson** stated that they also didn’t think it would be aesthetically pleasing for the dumpsters to be sitting at the entrance of the booth area.

**Mr. Eichenberger** stated that they have addressed all of the dumpsters that were affecting businesses or not aesthetically pleasing.

**Mr. Thompson** asked if they also addressed the issue with vendor’s parking?

**Mr. Eichenberger** replied yes.

**Mr. Thompson** stated that the city gives them the parking area over by Billy Herman Park for them to park their trailers as well as to store whatever they stock their booths with so that they don’t have to take up parking in or around the festival area. He said that last year they had an issue with one of the vendors and the police had to do some traffic control to get a motor home and a trailer moved.

**Mr. Eichenberger** stated that one was a specific problem and it has been addressed.

**Mr. Thompson** asked if they could please stress to the vendors to use the designated area by Billy Herman Park?

**Mr. Eichenberger** stated that they could include something in the final packet going out to them about that.

**Mr. Brewer moved to approve based on their discussions, Mr. Thompson second, motion carries.**

#### **Monday, October 3 to Monday, October 10 – HHC: Festival Rides**

- Closure of YMCA parking lot (working with YMCA for request) – Mon. Oct. 3 at 6:00am to Mon. Oct. 10 at 8:00pm

- Request closure of S Pearl Street (behind City Hall parking lot) – Mon. Oct. 3 at 8:00am to Mon. Oct. 10 at 8:00pm
- Ride Set Up = Mon. Oct. 3 at 6:00am to 5:00pm; Road closure at 8:00am
- Ride Tear Down = Sun. Oct. 9 at 6:00pm to Mon. Oct. 10 at 8:00pm
- Rides Open = Mon. Oct. 3 at 5:00pm
- Rides Close = Sun. Oct. 9 at 6:00pm
- Trash clean-up will be performed during and after event
- Blevins Sanitation Inc. Porta Potties:
  - Drop off = Mon. Oct. 3
  - Pick up = Mon. Oct. 10

**Mr. Thompson** asked if they will start delivering rides on Sunday?

**Mr. Eichenberger** replied yes.

**Mr. Thompson** stated that they will get those areas blocked off by Sunday. He then said that he understands that they have a new vendor this year and asked if they are going to use the same footprint that was used last year?

**Mr. Eichenberger** replied yes.

**Mr. Brewer** asked what the new vendor's name is?

**Mr. Eichenberger** stated that their name is Fun Times and they are out of the Cincinnati area.

**Mr. Thompson** stated that he didn't know if Mr. Eichenberger was able to get with Mr. Jaehnen at the YMCA but he did to let him know that the plans to move the rides had fallen through and that this year, we would need to utilize that lot again. He said that he told him that as last year, we will use a row on the State Street side for elderly/handicapped parking. He then stated that he understands this is a new vendor for the rides but there were so many issues afterwards last year.

**Mr. Eichenberger** stated that this vendor is so much more professional and just a very good guy so there shouldn't be any issues.

**Ms. Jarboe** stated for clarification purposes that set up is Sunday, October 2<sup>nd</sup> from 6:00 a.m. until 5:00 p.m.

**Mr. Thompson** stated that it will have to be closed on Sunday but it is not for set up, it is for loading in and then they won't start setting up until Monday.

**Ms. Jarboe** asked if tear down is Monday, October 10<sup>th</sup>?

**Mr. Eichenberger** stated that the booths close at 5:00 p.m. on Sunday and that is when the rides will close. He said that last year he knows the rides stayed open later and that just drags on when you do it that way.

**Mr. Thompson** stated that the city worked last year with the vendor on some discounted ride tickets and asked if that has been discussed with the new vendor?

**Mr. Eichenberger** stated that Art knew of that and he was going to circle back with his wife on that because she takes care of the ticket side. He then asked if the city was going to want to do that again?

**Mr. Thompson** replied that he thinks so and stated that it is run through the parks department and is just an effort to help some of the underprivileged kids.

**Mr. Eichenberger** stated that he will coordinate whatever he needs to coordinate with that.

**Mr. Brewer moved to approve subject to the set up time beginning on Sunday, October 2<sup>nd</sup> at 6:00 a.m., Mr. Thompson second, motion carries.**

**Friday, October 7 – HHC: Family Movie Night on the River**

- Event is from 6:30pm to 11:00pm
- Request to use amphitheater (4:00pm to midnight)
- Request to use amphitheater restrooms (4:00pm to midnight)
- Will use amphitheater’s electric
- Will have 2 security officers, will have railroad police stationed one each side of RR, NAFD or registered nurse on site, will have a first aid kit on site.
- Trash clean-up will be performed during and after event
- Blevins Sanitation Inc. Porta Potties:
  - Drop off = Wed. Oct. 5
  - Pick up = Mon. Oct. 10

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

**2. Larry Summers re: Clark Dietz paving update**

**Mr. Summers** asked Mr. Blake Gies of Clark Dietz to give the update.

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

**Progress for the Week:**

- MONDAY 8/22/22 – Louisville Paving continuing to Demo, slip-form curb, and pour driveways in Brent Heights. Libs continuing to work on curb, sidewalks, and curb ramps on Woodbourne Dr. and Castlewood Dr. Libs milled Zurschmeide Dr; Jacobs Dr; and Stover Dr.
- TUESDAY 8/23/22 – Louisville Paving continuing to Demo, slip-form curb, and pour driveways in Brent Heights. Libs continuing to work on curb ramps on South St and Jaycee St. Libs milled Murr Dr, Kaywood Dr, and Woodbourne Dr. between Laclede Dr and Knob View Ave.
- WEDNESDAY 8/24/22 – Louisville Paving continuing to Demo, slip-form curb, and pour driveways in Brent Heights. Libs continuing to work on curb ramps on South St and Jaycee St. Libs patched base failures on Zurschmeide Dr; Jacobs Dr; and Stover Dr.
- THURSDAY 8/25/22 – Louisville Paving continuing to Demo, slip-form curb, and pour driveways in Brent Heights. Libs continuing to work on curb ramps on South St and Jaycee St. Libs patched base failures on Murr Dr; Kaywood Dr; and Woodbourne Dr.
- FRIDAY 8/26/22 – Louisville Paving continuing to Demo, slip-form curb, and pour driveways in Brent Heights. Libs continuing to work on curb ramps on South St and Jaycee St. Libs paved Zurschmeide Dr. and Jacobs Dr.

**Upcoming Activities:**

- Start curb ramp updates on South St; Jaycee Dr; Washington Pl; Market St; Conservative St. and Division St.
- Mill, patch, and pave on St Joe’s Rd at Charlestown Rd; Castlewood Dr; and Woodbourne between Castlewood and Laclede Ave.
- Finish paving Stover Dr; Woodbourne Dr; Kaywood Dr; and Murr Dr.
- Finish curb and gutter work, including restoration, in the Brent Heights neighborhood north of the bridge on Pamela.
- Finish restoration and mailbox reinstallation in Brent Heights south of the bridge on Pamela Dr.

**Construction Issues:**

- None

**Mr. Thompson** stated that one of the streets being paved was switched out last week so he just wanted them to let the contractor know that anytime there is a change like that, we need to be notified right away.

**Mr. Gies** agreed.

### **3. Larry Summers re: Main Street construction update**

**Mr. Summers** reported that MAC Construction is anticipating beginning next week. He said that on Tuesday they are going to be mobilizing the first portion of construction that will be taking place on the north side between State Street and Pearl Street. He stated that will take about a week or two weeks of construction. He said once that is complete, they are going to be putting in barricades along the trench that the water company put in when they did their work and then they will mobilize and do construction on the south side. He stated that the one thing to note is that the traffic is going to be eastbound.

**Mr. Thompson** stated that he believes they are going to do some advance notification prior to that work this week.

**Mr. Summers** stated that MAC was beginning to make contact with folks and then we are going to follow up with ours as well.

### **4. Linda Moeller re: Bank Reconciliation Work Sheets**

**Mrs. Moeller** requested that the minutes reflect that she provided the Bank Reconciliation Work Sheets for July 2022 to the board.

**Mr. Thompson** asked Mrs. Glotzbach to reflect in the minutes that the board received those bank reconciliation work sheets.

### **5. Mickey Thompson re: Striping**

**Mr. Thompson** asked Mr. Main if they were able to get all of the striping done that they needed to do?

**Mr. Main** stated that they didn't get it all done but they are close.

**Mr. Thompson** asked if they patched a pothole on Hauss Square?

**Mr. Main** replied not recently but they may have last week.

**Mr. Thompson** stated that someone from the county building came to a meeting and asked us to look at a pothole so they may want to check while they are over there painting to see if there is something that we missed. He added that it wasn't in the road but was in the parking lane.

**Mr. Main** stated that they did do some work in the parking lane.

**Mr. Brewer** stated that he bets that was it.

**Mr. Main** agreed.

### **APPOINTMENTS:**

### **CLAIMS:**

**Mrs. Moeller** presented the following ARP claims:

**ARP CLAIMS (BANK 6)      Grand Total: \$572,273.01**

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

### **APPROVAL OF MINUTES:**

**Mr. Brewer moved to approve the Regular meeting minutes for August 23, 2022 with corrections, Mr. Thompson second, motion carries.**

**ADJOURN:**

**There being no further business before the board, the meeting adjourned at 10:49 a.m.**

---

Mickey Thompson, President

---

Vicki Glotzbach, City Clerk