

**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, MARCH 7, 2023 AT 10:00 A.M.**

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

**OTHERS PRESENT:** Assistant Police Chief Fudge, Fire Chief Juliot, Fire Marshal Mayfield, Brad Fair, Phil Aldridge, Sidney Main, Alicia Meredith, Linda Moeller, David Hall, Krystina Jarboe, Tonya Fischer 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. Excel Excavating re: Maintenance of Traffic Plan for Green Street Sidewalk Project**

**Mike Flynn** explained that they are looking at shutting the entrance way off of Green Street on the north/south side of Vine, to address some paving issues along with the sidewalks. He stated that the requested a full 8-hour closure but he anticipates it taking less than half a day.

**Mrs. Cotner-Bailey** asked if they are wanting to do this tomorrow.

**Mr. Flynn** replied yes.

**Mr. Thompson** stated that they are aware that there are residents on those side streets so they will arrange for them to be able to get in/out, but they won't be able to cross Green Street where the approach work is taking place.

**Mrs. Cotner-Bailey** asked what time they want to start.

**Mr. Flynn** stated that they requested 8:00 a.m. until 4:30 p.m. but they may get to the site at 7:30 a.m.

**Mrs. Cotner-Bailey** stated that if there is any loud work it cannot start at 7:30 a.m.

**Mr. Flynn** stated that it won't be anything that they haven't already been doing up to this point.

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

**2. Dumpster permit request at 1208 E. Spring Street**

**Mr. Thompson** explained that he received a message about this request and tried to call the individual back but there was no answer. He stated that he left a message but never heard anything back and does not have any more information. He added that he did look at the location and it doesn't appear that there is any place on the property to place the dumpster so he asked the clerk to add it to the agenda just in case they came to the meeting.

**COMMUNICATIONS – PUBLIC:**

**UNFINISHED BUSINESS:**

**1. Jamieson Westra-Scott re: Hot dog cart at corner of spring & Vincennes (Beyond Vision Barber Shop)**

**Mr. Thompson** stated that Mr. Westra-Scott did provide the board with a letter from Mr. Bliss and read it into the minutes. Said letter is on file in the city clerk's office.

**Mrs. Cotner-Bailey** stated that she would always prefer that these requests be done on private property, but Mr. Westra-Scott did provide the board with all information requested, only plans to utilize the location Thursday-Saturday from 11:00a.m. – 3:00 p.m., and plans to give one of his mentor students a job running the cart for the summer. She suggested they approve it for period of three months to see how it goes and if Mr. Westra-Scott would like to extend that time he can come back to the board.

**Mr. Thompson** stated that they did a site visit after his initial request and there is plenty of room to make sure it will stay ADA compliant.

**Mr. Brewer** asked when he would need to come back to the board to request an extension.

**Mrs. Cotner-Bailey** stated that he would need to come back to an August meeting if he wants to extend it beyond the month of August.

**Mr. Brewer moved to approve the permit June-August for Thursday-Saturday 11:00a.m. – 3:00 p.m., Mrs. Cotner-Bailey second, motion carries.**

### **TABLED ITEMS:**

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

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

- **Saturday, September 9 – Cardinal Ritter Birthplace Foundation: S Ellen Jones Neighborhood Street Festival at Ritter Park (8:00am to 4:00pm)**
  - Request for NAPD and NAFD presence
  - Request for road closures (please see attached map):
    - E 13<sup>th</sup> St & E Oak St (8:00am to 4:00pm)
  - Request for barricades to be dropped at (please see attached map):
    - S Ellen Jones parking lot
    - E Oak St & E 13<sup>th</sup> St
    - E Elm St & E 13<sup>th</sup> St
    - Before alleyway off of E 13<sup>th</sup> St (before Culbertson Ave)
    - Close off alleyway on both sides of E 13<sup>th</sup> between E Elm St & E Oak St

**Mrs. Cotner-Bailey** asked if they are usually good about cleanup

**Ms. Jarboe** replied yes.

**Mr. Thompson** stated that the request says Ecotech and asked if the city provided the boxes or if Ecotech set cans out.

**Mr. Main** stated that they city has provided event boxes in the past.

**Mr. Thompson** stated that it is a well-attended event and as far as he knows there has never been an issue with cleanup.

**Mrs. Cotner-Bailey** asked if there is anything weatherwise that would cancel their event.

**Mr. Jarboe** stated that any inclement or dangerous weather would cancel the event but in the past that weekend has had nice weather.

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

- **Saturday, May 21 – City of New Albany: Beautification Day**

- Request to reserve amphitheater
- Request to have amphitheater restrooms (8:00am to noon)
- Request to use small area in front of City Hall Plaza for sign-in and snacks (see map)
- Request to place 2 porta potties and a hand washing station in City Hall parking lot
  - Drop off: Friday, May 19
  - Pick up: Monday, May 22
- Request to have 2 dumpsters dropped:
  - Behind amphitheater (see map)
  - East Spring Street Park (see map)
- Request to block off the back area by the New Albany mural in the parking lot (see map)

**Ms. Jarboe** stated that the rain date for this event is Saturday, June 10 and even though the event is 8:00 a.m. – noon, she is requesting 6:00 a.m. – 1:00 p.m. to allow time for setup and break down.

**Mr. Thompson** asked if they have as many volunteers as last year.

**Ms. Jarboe** stated that she is hoping for even more and reminded the board that they had ~120 NAHS student volunteers.

**Mrs. Cotner-Bailey** stated that Ms. Jarboe does a very good job with this event every year and thanked her for her efforts.

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

## **2. Mickey Thompson for CenterPoint re: Encroachment permit request for 1512 Charlestown Rd. and 1822 Old Hickory Ct.**

**Mr. Thompson** stated that 1512 Charlestown Road is for a retired service and they will need to take out a 4X4 sidewalk panel to do the work.

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

**Mr. Thompson** stated that 1822 Old Hickory Court is to install a new service with the bore working being in the property line.

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

## **3. David Hall: Pet Food/Supplies Resource Station**

**Mr. Hall** requested permission to pour a 4X6 concrete pad for the resource station and provided photos for the board to review. Said photos are on file with the City Clerk's office. He explained that they will mount the station on the pad and secure it in the concrete.

**Mrs. Cotner-Bailey** asked if it is going to be monitored daily and any trash cleaned up.

**Mr. Hall** stated that one of the benefits of it being located at the shelter is that it will be monitored daily and they have the ability to possibly monitor it 24-7 with their cameras

**Mr. Thompson** asked if the structure is going to be anchored to the pad.

**Mr. Hall** replied yes.

**Mr. Thompson** stated that they have something like this at Sojourn Church and the only problem they have is keeping the area clean.

**Mr. Hall** stated that the staff unlocks the gates in the area every morning so they will be able monitor that as they do the entire property every day. He added that will roll out more information about it once it is installed.

**Mr. Brewer** asked if people will still bring donations to their office.

**Mr. Hall** stated that they would prefer that they bring it to them, but acts as a temporary stop-gap that provides resources, rather than surrendering their animals, to those that may be having issues affording supplies for their pets.

**Mr. Brewer** stated that he thinks this is an excellent idea as he runs into that quite a bit.

**Mrs. Cotner-Bailey** asked if the request is to pour the pad in the city right-of-way.

**Mr. Hall** stated that is correct.

**Mrs. Cotner-Bailey** asked when he wanted to have the work done.

**Mr. Hall** stated that he talked with Mr. Main and he thought they could get to it sometime next week.

**Mrs. Cotner-Bailey** asked if pedestrian traffic would be impeded by the work.

**Mr. Main** replied no.

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

#### **4. Linda Moeller re: Resolution Declaring Property Worthless**

**Mrs. Moeller** explained that the city owns a 213 Chevy Silverado that was involved in a traffic accident and the insurance has estimated that it wasn't worth the cost of repairs to fix the vehicle. She stated that based on IC 5-22-22-8 she is asking that the board approve that the vehicle be declared worthless so that they can send it to salvage and removed from the city asset list. She added that this has been reviewed and approved by legal.

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

#### **5. Mickey Thompson re: Main Street Update**

**Mr. Thompson** reported that last week MAC worked on sidewalk curb ramps between State and Bank streets, finished up the last of the benches between Pearl and Bank streets, worked on relocating a sewer to the manhole on 4<sup>th</sup> Street for Agave & Rye, dug out subgrade treatment between 3<sup>rd</sup> and 4<sup>th</sup> streets, as well as subgrade treatment for the approaches at Agave & Rye in the alley. He stated that this week's activities include pouring sidewalks between State and Bank streets, place subgrade treatment and prep for asphalt between 3<sup>rd</sup> and 4<sup>th</sup> streets, and setting castings and prepping area between Bank and 5<sup>th</sup> streets.

#### **6. Mickey Thompson re: Work During Weather Event**

**Mr. Thompson** thanked the first responders, the street department as well as the storm water departments for all of their work during the weather event over the weekend.

#### **APPOINTMENTS:**

#### **CLAIMS:**

**Mrs. Moeller** presented the following claims for the period of 02/21/23 to 03/06/23 in the amount of \$1,752,479.18:

<b>General Claims (Bank 1):</b>	80,023.80
<b>Fire Department:</b>	4,267.02
<b>Police Department:</b>	9,476.82
<b>Street Department:</b>	9,235.53
<b>Parks Department:</b>	19,024.90

**Medical/Drug Fund (Bank L):**

<b>Payroll Claims (Bank 2):</b>	1,183,761.90
<b>Sanitation Fund:</b>	-
<b>Thursday Utility Claims:</b>	446,689.21
<b>Service Charges/Fees:</b>	1,195.55

**Total From Above:** 1,630,451.11

**Grand Total:** 1,752,479.18

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

**Mrs. Moeller presented the following ARP claims for 03/07/23:**

<b>APR CLAIMS (BANK 6)</b>	\$306,056.80
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**Mr. Brewer moved to approve, Mrs. Cotner-Bailey second, motion carries.**

**APPROVAL OF MINUTES:**

**Mrs. Cotner-Bailey moved to approve the Regular meeting minutes for February 28, 2023 as corrected, Mr. Brewer second, motion carries.**

**ADJOURN:**

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

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Mickey Thompson, President

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Vicki Glotzbach, City Clerk