

AGENDA

A MEETING OF THE BOARD OF PUBLIC WORKS & SAFETY OF THE CIVIL CITY OF NEW ALBANY, INDIANA, WILL BE HELD IN ROOM 100 AT NEW ALBANY CITY HALL ON TUESDAY, APRIL 15, 2025 AT 10:00 A.M.

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

BIDS:

NEW BUSINESS:

1. Brandon Hartfield, Cristiani re: Request to close sidewalk between 603 and 613 E. Market Street and request to close alley between Market and Spring and between 6th and 7th
2. Josh Stepro, Hutchins Telecom re: Encroachment permit request to install underground conduit and fiber Grant Line Road (Mt. Tabor to Charlestown Road) and (Bald Knob to Hausfeldt Lane)

COMMUNICATIONS – PUBLIC:

UNFINISHED BUSINESS:

1. May 24 – Thrive RCO: Run for Recovery 5k

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

1. Mickey Thompson for Miller Pipeline/CenterPoint re: Encroach permit request to install gas service at 1202 Naghel Street

APPOINTMENTS:

CLAIMS:

APPROVAL OF MINUTES:

Regular Meeting Minutes for April 8, 2025

ADJOURN:

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, APRIL 8, 2025 AT 10:00 A.M.

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

OTHERS PRESENT: Fire Chief Juliot, Assistant Police Chief Fudge, David Heeke, Brad Fair, Brad Hicks, Brad Ramsey, Conner Slade, Mike Wallace, Krystina Jarboe, Wendy Byrn, Sandy Boofter, Sean Payne, Larry Summers, Councilman Dickey and Vicki Glotzbach

CALL TO ORDER:

Mr. Thompson called the meeting to order at 10:07 a.m.

BIDS:

NEW BUSINESS:

1. **Dylan Davis re: Solicitor's permit for popcorn, trash bags and various cleaning supplies**

Mr. Davis was not present.

COMMUNICATIONS – PUBLIC:

UNFINISHED BUSINESS:

TABLED ITEMS:

COMMUNICATIONS – CITY OFFICIALS:

1. **Krystina Jarboe re: Special Event Permits**
 - **Saturday, May 24 – Thrive RCO: Run for Recovery 5k**
 - Request to use the amphitheater (7am to 1pm)
 - Request to use the amphitheater restrooms (7am to 1pm)
 - Will have volunteers stationed at railroad crossing

Mrs. Cotner-Bailey stated that restrooms will probably be a problem and asked Ms. Jarboe if she wanted to reach out to them regarding that before approval.

Mr. Thompson stated that they can take actions but they need to let them know that the restrooms will likely not be open. He explained that under water right now and at the flood control meeting this morning they discussed the major work that will need to be done once the water recedes.

Mrs. Cotner-Bailey said that they may want to get a porta potty.

Mr. Thompson added that the city may have one available if the restrooms aren't in use.

Ms. Jarboe asked where the board would like portable restrooms to be places for the event and if a parking space would be better than the grass.

Mrs. Cotner-Bailey stated that she should get with Mr. Hicks but a hard surface would be preferable. She added that depending on the situation, flood control may have portable restrooms set out since the main building will be unusable. She asked if this is the first time that they are having a 5K event.

Ms. Jarboe replied yes.

Mr. Thompson asked if they are going to have a welcome station at the bottom of the steps on Pearl Street.

Ms. Jarboe replied yes.

Mr. Thompson asked if they will be using City Hall and YMCA parking.

Ms. Jarboe replied yes. She added that the volunteers and staff will park at the amphitheater parking lot.

Mrs. Cotner-Bailey suggested that they take it under advisement so that Ms. Jarboe can reach out to them regarding the board's concerns.

Mrs. Cotner-Bailey moved to take this under advisement so that Ms. Jarboe can relay the board's concerns to them regarding the flooding, **Mr. Brewer** second, motion carries.

- **Saturday, September 6 -Cardinal Ritter Birthplace: S Ellen Jones Neighborhood Street Festival**
- Request for NAPD & NAFD presence
- Request for road closures: E 13th St & E Oak St (10am to 2pm)
- Request for barricades to be dropped at:
 - S Ellen Jones parking lot
 - E Oak St & E 13th St
 - Before alleyway off of E 13th St (before Culbertson Ave)
 - Close off alleyway on both sides of E 13th St between E Elm St & E Oak St

Mr. Thompson asked if anything has changed from prior years.

Ms. Jarboe stated that the road closure is for a shorter amount of time by about an hour.

Mrs. Cotner-Bailey asked if they will have vehicles parking behind the barricades.

Ms. Jarboe replied yes.

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

2. Vicki Glotzbach re: Handicapped Parking Space at 1511 E. Oak Street

Mrs. Glotzbach stated that Diane McLean called her office to request a handicapped parking space at 1511 E. Oak Street. She explained that the traffic division has made a site visit and recommends approval.

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

3. Mickey Thompson re: 2024 Paving Project Update

Mr. Thompson stated that they weren't able to mobilize due to the flooding.

4. Mickey Thompson for Duke Energy re: Encroachments permit to replace equipment and underground cable near 75 Wolfe Trace Ct., and replace pole 416-377 near 1103 State St. (Ealy St.)

Mr. Thompson stated that photos are attached for the board to review.

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

5. Mickey Thompson for Dennis Flispart re: Encroachments to replace the existing driveway at 223 Redwood Dr.

Mr. Thompson explained that his intention is to replace the driveway up to the existing apron so he wouldn't need a curb cut permit unless he runs into an issue.

Mrs. Cotner-Bailey moved to approve subject to him actually needing to cut into the curb, **Mr. Brewer** second, motion carries.

6. Mickey Thompson for CenterPoint Energy re: Encroachments permit to install new gas main near 1306 Valley View Dr., and repair gas service to 409 Ealy St.

Mr. Thompson stated that there is a photo attached and they can see where the marker for the existing gas main is and there is a gap that they will bore under the creek to tie the two mains together. He added that they will be out flagging traffic but they won't be cutting into the road. He explained that there is a map attached for the Ealy request that shows that the work is in the street but when he did a site visit there is a 9X13 section where a repair has already been made so he will need to contact them to see if it was an emergency repair or separate work.

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

7. Mickey Thompson for LUMOS Fiber re: Encroachments permit to install conduit and fiber along Bald Knob Rd. from Grant Line Rd. to the County Line

Mr. Thompson stated that there are photos attached of where they have already placed their fiber and conduit.

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

8. Mickey Thompson re: Commending first responders during flood.

Mr. Thompson explained that Mayor Gahan always likes to talk about the excellent team he has working for him and he commended all the city first responders including storm water, flood control, street department, wastewater and any other employee that did an excellent job of taking care of the city during the storm and flooding.

APPOINTMENTS:

CLAIMS:

Mrs. Boofter presented the following claims for the period of 03/25/25 to 04/07/25 in the amount of \$1,651,994.72:

General Claims (Bank 1):	\$88,523.55
Fire Department:	\$42,215.60
Police Department:	\$39,250.74
Street Department:	\$2,388.61
Parks Department:	\$9,057.76
Medical/Drug Fund (Bank L):	\$913.00
Payroll Claims (Bank 1):	\$1,315,985.24
Sanitation Fund:	\$ -
Thursday Utility Claims:	\$ -
Bank Service Fee:	\$ -
Total:	\$1,986,394.67

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

Mrs. Boofter presented the following ARP claims for the period of 03/25/25 to 04/07/25 in the amount of \$2,199.33:

ARP Claims (Bank 6):	\$2,199.33
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Mr. Brewer moved to approve the above ARP claims, Mrs. Cotner-Bailey second, motion carries.

APPROVAL OF MINUTES:

Mr. Brewer moved to approve the Regular Meeting Minutes for April 1, 2025, Mrs. Cotner-Bailey second, motion carries.

ADJOURN:

There being no further business before the board, the meeting adjourned at 10:34 a.m.

Mickey Thompson, President

Vicki Glotzbach, City Clerk



BOARD OF PUBLIC WORKS AND SAFETY
MICKEY THOMPSON, PRESIDENT
NEW ALBANY CITY HALL
142 EAST MAIN STREET, SUITE 200
NEW ALBANY, IN. 47150 mthompson@cityofnewalbany.com

Date
Office Use Only

APPLICATION - ENCROACHMENT PERMIT

PERMIT NUMBER: _____

1. ENCROACHMENT LOCATION INFORMATION

Address or Location of Encroachment: Grant Line Road and Mt Tabor Road

Subdivision or Development Name: _____

2. CONTRACTOR/UTILITY APPLICANT INFORMATION

Contractor/Utility name: Hutchins Telecom Contact Name: Josh Stepro

Address: 1281 E Bluelick Rd City: Shepherdsville State: KY Zip: 40165

Phone: 812-267-3136 Email: jstepro@hutchinstelecom.com

Subcontractor name: _____ Phone: _____

3. OWNER INFORMATION

Property owner's name: _____ Phone: _____

Email: _____

4. ENCROACHMENT INFORMATION

a. Please describe proposed work: Fiber cable boring and crossing

- b. Location of Work: ☐ Street ☐ Alley ☐ Sidewalk ☒ City Right-of-Way ☐ Easement
- c. Type ☐ Cut ☒ Bore ☐ Trench ☐ Aerial ☐ Other (explain) _____
- d. Type of Construction ☐ Water ☐ Gas ☐ Electric ☐ Telephone ☐ CATV ☒ Fiber Optic
- ☐ Sewer ☐ Stormwater ☐ Other (explain) _____
- e. ☒ New Construction ☐ Existing Construction ☐ Sidewalk Construction ☐ Street Trees
- f. Surface Type ☐ Concrete ☐ Asphalt ☐ Brick/Paver ☒ Gravel/Dirt/Grass
- ☐ Other (explain): _____

g. Total width of traffic portion of street or road affected by permit (in feet): _____ Length (in feet): 6,926'

h. Number of Traffic Lanes _____ Road Closed? ☐ Yes* ☒ No If yes, duration: _____

*May require Board of Works Approval

Estimated Project Start Date: 12/16/24 Estimated Project Completion: 2/14/25



BOARD OF PUBLIC WORKS AND SAFETY
MICKEY THOMPSON, PRESIDENT
NEW ALBANY CITY HALL
142 EAST MAIN STREET, SUITE 200
NEW ALBANY, IN. 47150 mthompson@cityofnewalbany.com

Date
Office Use Only

APPLICATION - ENCROACHMENT PERMIT

PERMIT NUMBER: _____

1. ENCROACHMENT LOCATION INFORMATION

Address or Location of Encroachment: Grant Line Road

Subdivision or Development Name: _____

2. CONTRACTOR/UTILITY APPLICANT INFORMATION

Contractor/Utility name: Hutchins Telecom Contact Name: Josh Stepro

Address: 1281 E Bluelick Rd City: Shepherdsville State: KY Zip: 40165

Phone: 812-267-3136 Email: jstepro@hutchinstelecom.com

Subcontractor name: _____ Phone: _____

3. OWNER INFORMATION

Property owner's name: _____ Phone: _____

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- ☐ Sewer ☐ Stormwater ☐ Other (explain) _____
- e. ☒ New Construction ☐ Existing Construction ☐ Sidewalk Construction ☐ Street Trees
- f. Surface Type ☐ Concrete ☐ Asphalt ☐ Brick/Paver ☒ Gravel/Dirt/Grass
- ☐ Other (explain): _____

g. Total width of traffic portion of street or road affected by permit (in feet): _____ Length (in feet): 4962'

h. Number of Traffic Lanes _____ Road Closed? ☐ Yes* ☒ No If yes, duration: _____

Estimated Project Start Date: 12/1/24 Estimated Project Completion: 2/1/25

*May require Board of Works Approval



BOARD OF PUBLIC WORKS AND SAFETY
NEW ALBANY CITY HALL
142 EAST MAIN STREET, SUITE 200
NEW ALBANY, IN. 47150

NAPWPermits@cityofnewalbany.com

Date
Office Use Only

APPLICATION - ENCROACHMENT PERMIT

PERMIT NUMBER: _____

1. ENCROACHMENT LOCATION INFORMATION

Address or Location of Encroachment: 1202 Naghel St New Albany

Subdivision or Development Name: _____

2. CONTRACTOR/UTILITY APPLICANT INFORMATION

Contractor/Utility name: Miller Pipeline/ Center Point Energy Contact Name: Sarah Frazier

Address: 8850 Crawfordsville Rd City: Indianapolis State: IN Zip: 46234

Phone: 317-671-0909 Email: blanketpermits@millerpipeline.com

Subcontractor name: CASE Phone: 812-343-3331

3. OWNER INFORMATION

Property owner's name: _____ Phone: _____

Email: _____

4. ENCROACHMENT INFORMATION

a. Please describe proposed work: install gas line

- b. Location of Work: ☐ Street ☐ Alley ☐ Sidewalk ☒ City Right-of-Way ☐ Easement
- c. Type: ☒ Cut ☐ Bore ☐ Trench ☐ Aerial ☐ Other (explain) _____
- d. Type of Construction: ☐ Water ☒ Gas ☐ Electric ☐ Telephone ☐ CATV ☐ Fiber Optic
☐ Sewer ☐ Stormwater ☐ Other (explain) _____
- e. ☒ New Construction ☐ Existing Construction ☐ Sidewalk Construction ☐ Street Trees
- f. Surface Type: ☐ Concrete ☐ Asphalt ☐ Brick/Paver ☒ Gravel/Dirt/Grass
☐ Other (explain): _____

g. Total width of traffic portion of street or road affected by permit (in feet): 0 Length (in feet): 0

h. Number of Traffic Lanes: 0 Road Closed? ☐ Yes* ☒ No If yes, duration: 0

Estimated Project Start Date: 4/15/2025 Estimated Project Completion: 4/15/2025

*May require Board of Works Approval

SAP #: 116629231
Address: 1202 Naghel St
City: New Albany
County: Floyd
Township: New Albany

Submitted by: Wayne Holt Phone #: 502-210-0112
Date permit needed by: 4-15-23 (allow 5+ business days)
Permit Type: ☒ City ☐ County ☐ INDOT (MOT Page #)
Project: ☒ New Service ☐ Retire Service ☐ Replace Service
☐ Repair Service ☐ EMERGENCY Repair completed



Excavation is 66' ☐ N ☐ S ☐ E ☐ W of centerline of Lewis St and
6' ☐ N ☐ S ☐ E ☐ W of centerline of Naghel St

ROW Method(s): ☐ Bore ☒ Tap Pit ☐ Trench ☐ Cut

ROW Area(s): ☐ Street ☐ Sidewalk ☐ Alley ☐ Other

ROW Surface(s): ☐ Asphalt ☐ Concrete ☐ Gravel ☐ Grass

Excavation dimensions: 4' D x 4' W x 4' H

Service Length: 40' Bore Length: (if applicable)

Lane Closure: ☐ Yes ☒ No

Road Closure: ☐ Yes ☒ No

Heavy Equipment: ☒ Yes ☐ No

Notes:

From: Mickey Thompson mthompson@cityofnewalbany.com
Subject: 1202 Naghel St.
Date: April 10, 2025 at 9:53 AM
To: Mickey Thompson mthompson@cityofnewalbany.com

MT



Sent from my iPhone



- Alley and sidewalk will be closed for approximately 3 days from 8am - 4:30pm.
- We will have temp fence up to keep the public out of our work area during work hours.
- We would like to start on 4/21 with the demo.