

Oak Park Conservancy District
Board of Directors
Annual Meeting
4230 Portage Place
Jeffersonville, IN 47130

January 15, 2013
6:00pm

The January 15, 2013 Annual Board Meeting for the Oak Park Conservancy District was called to order by the Chairman of the Board of Directors, Marshall Johnson, at 6:00 p.m., with the following persons present:

Marshall Johnson – Chairman
Bruce Herdt – Vice Chairman
Charlie Milburn – Director
Bryan Wallace – Superintendent of Storm Water Operations
Keith Ingram – Superintendent of Wastewater and Operations
Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on December 18, 2012 were approved as submitted by a 3-0 vote.

Mr. Herdt was the sole nominee for Area 2 of the District. Proper steps were taken to petition the Clark County Circuit Court to dispense with the election and name Mr. Herdt Director for the 4 year term beginning January 2013. The petition was validated by Judge Moore. Mr. Herdt was administered the Oath of Office by Mrs. Burton.

The meeting was turned over to Secretary, Mrs. Burton, to hold an election of officers. Mr. Johnson nominated Mr. Herdt for Chairman and Mr. Milburn for Vice Chairman. No other nominations were made. Mr. Herdt was declared Chairman and Mr. Milburn Vice Chairman. Mrs. Burton was appointed to continue as the Secretary and Fiscal Officer for the Board of Directors at the same rate as before (\$50 per meeting for Secretary and \$75 per meeting for Fiscal Officer).

Mr. Herdt requested old business. Resolution 2013-01 was presented to the Board for approval of the 2012 end of year categorical budget transfers. Mr. Milburn moved to approve the resolution as submitted. Motion carried 3-0. All transfers are completed in the General Ledger at this time.

Bids for the office building construction project have been reviewed by Mr. Grimes. As per recommendations, the Board agreed by motion and a 3-0 vote to award the project to LATCO which had the lowest bid. Mr. Grimes will contact LATCO to get the contracts signed.

Mr. Herdt requested the Wastewater Treatment Report. The Wastewater Treatment Report for the month of December was presented to be signed by Mr. Herdt. The report indicated a 99% removal for SS and 99% removal for CBOD. There were no violations during the month of December.

On January 21st, the new work truck was picked up from Coyle Chevrolet. The Colorado will be transferred to the storm-water department once the radio and lights have been

installed on that vehicle. On January 2nd, the truck was taken to Line-X to have the bed spray coated.

An order was placed for the first shipment of DE for the 2013 calendar year on December 28th.

To provide an alternate location for board meetings during the construction of the new office building, the map room is being renovated by OPCD personnel.

Mr. Wallace and Mr. Ingram met with Mr. Jackson, contractor for the City of Jeffersonville, on January 3rd regarding the forced mains that will be passing under OPCD lines at Fairwood Drive and in the area of Lancassange Creek. Their intent is to bore under the gravity line and forced main of Lancassange Station. There is not a set date for this project as of yet. Mr. Ingram will be contacting Allied Pump Rental to inquire about having a 6" pump and hoses on standby during the time that the bore under OPCD lines will be taking place as a precautionary measure.

As of January 1, 2013, Mr. Ramer was added to the OPCD insurance program. The wages that Mr. Ramer first received reflected a 15% increase due to not participating in the insurance program; that amount (\$1.80 per hour) was deducted from Mr. Ramer's hourly pay rate when he chose to pick up the insurance policy. Mr. Ramer has proven himself to be an important part of the OPCD operational crew. Mr. Ingram asked that the board consider a merit increase to offset the deduction of pay. Mr. Milburn moved to approve a \$.50 per hour increase for Mr. Ramer, motion carried 3-0.

On Friday the 4th, Mr. Thompson tendered his resignation with OPCD to be effective January 18, 2013 with Mr. Thompson's last working day being January 11th. With the consent of two board members Mr. Nathan Swinney has accepted a position as laborer within the wastewater department, with his starting date to be January 14, 2013. Mr. Johnson move to set Mr. Nathan Swinney's starting rate of pay at \$13.50 per hour, motion carried 3-0.

Mr. Herdt requested the Storm Water Report. Memorandum of Agreement for services with the Clark County Soil and Water Conservation District has been delivered to their office for signature.

Mr. Wallace has updated the Stormwater Department "Drainage Improvements List" for 2013 and had copies available for Board review.

The Stormwater Department is ready to start the engineering portion for Phase II of the Riverside Ditch project. Mr. Wallace obtained 3 quotes as shown below. Mr. Wallace recommended the Board accept the quote with Eigel Associates.

| | |
|--------------------------------|--|
| Eigel Associates: | \$24,300 – Not to Exceed contract |
| Stantec Consulting: | \$28,321 – Not to Exceed contract |
| Christopher Burke Engineering: | \$34,900 – Does not include potential overages |

Mr. Milburn moved to approve Mr. Wallace's recommendation to move forward with Eigel Associates proposed contract, motion carried 3-0.

During the week of 1-7-13, Cristiani Excavating started an OPCD drainage project in the Capital Hills / Indian Hills area.

Copies made by the City of the Stormwater Master Plan were passed out at the Board meeting. Mr. Wallace attended the City Drainage Board meeting on 1-3-13 and answered some questions regarding our coordinated efforts.

Mr. Wallace sent a letter dated 1-2-13 to Mr. Andy Crouch regarding the activities that had taken place in the District with City cooperation. This letter also noted activities that are in progress and still to be reviewed.

Soil test bore for a dry well at Throckmorton Park took place on 1-9-13. Mr. Thompson and Mr. Wallace saw the crew working at the site.

215 Catalpa Drive: The City of Jeffersonville forwarded Mr. Wallace information about a drainage concern at this address. Mr. Wallace has emailed with the property owner about the issue and will be meeting Rod Pate on-site soon.

OPCD Stormwater Department's "2012 Annual Fiscal Report and Narrative" was presented for signature.

Mr. Jarrett Thompson has submitted his two weeks' notice. Mr. Johnson asked what the plans were for the Drainage department. No decisions have been made at this time. Mr. Dickey will be shown some of the duties that Mr. Thompson was responsible for and may possibly be moved in to the Drainage department in the future.

Mr. Herdt requested the Secretary/Treasurer's Report. Bank statements for December have been balanced. The 2012 General Ledger has been closed at this time.

Resolution 2013-02 was presented to encumber funds that were budgeted for the rainy day fund into 2013. Mr. Milburn moved to encumber the funds to be used in 2013, motion carried 3-0.

New Anthem rates have not been received at this time. Current policies will continue as is.

Information printed from the Association of Indiana Conservancy Districts was available for review.

Mr. Ramer's HSA account has been set-up with the \$2000.00 start-up being paid out of the 2012 budget.

Payroll taxes have been updated in the software system for 2013.

Mrs. Burton presented a Legal Service Agreement for Mr. Gillenwater for 2013. The rates remain the same as previous contracts. Mr. Milburn moved to approve the contract as submitted, motion carried 3-0.

Mr. Milburn moved to approve the claims as submitted. Motion carried 3-0.

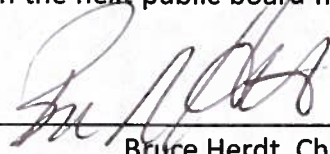
Mr. Herdt requested any new business. Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,



Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

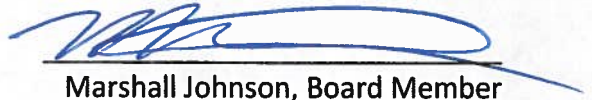
We, the undersigned, have examined the minutes of the Regular Board Meeting held on January 15, 2013 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Charlie Milburn, Vice Chairman



Marshall Johnson, Board Member