

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

January 29, 2013  
6:00pm

The January 29, 2013 Board Meeting for the Oak Park Conservancy District was called to order by the Chairman of the Board of Directors, Bruce Herdt, at 6:00 p.m., with the following persons present:

Bruce Herdt – Chairman  
Charlie Milburn – Vice Chairman  
Marshall Johnson – 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 January 29, 2013 were approved as submitted by a 3-0 vote.

**Mr. Herdt requested old business.** LATCO, Inc. will begin construction on the office building on February 4, 2013. The main office is now located in the lab office and the map room has been made in to a temporary Board Meeting Room. Mr. Ingram and LATCO representative will meet with Duke Electric. The building is to be completed within 180 days.

Mr. Ingram is working on a 2013 sanitary sewer rehabilitation project list.

**Mr. Herdt requested the Wastewater Treatment Report.** On Monday the 14<sup>th</sup>, the inspection summary letter from IDEM was received. Copies of the report were sent to the directors.

On Tuesday the 22<sup>nd</sup>, Mr. Ingram met with Mr. Taylor and Mr. Grimes to discuss the starting date for the office construction project. At that time Mr. Taylor presented some possible change to save money on the project. Mr. Taylor was informed that we would take these items under advisement. The start date for the building project will be February 4<sup>th</sup>, with the completion date being 180 calendar days from that point.

The Wastewater Department Annual Narrative for the 2012 calendar year was presented for signatures by the board members.

During the month of December 99.62 tons of solids were sent to Corydon Regional.

On Wednesday the 16<sup>th</sup>, the Jeep Liberty failed to start. After troubleshooting the vehicle, it was taken to Allison lane Auto for repairs where the fuel pump was replaced and returned on the 22<sup>nd</sup>. The cost for the repairs was approximately \$460.00.

Delta Services has started the wiring project in preparation of the office construction. The projected completion date is February 1<sup>st</sup>.

On Tuesday the 15<sup>th</sup>, the lift stations in the collection system that are collection point for the buildup of grease and rags were vacuumed out by **Environmental Industrial Cleaning**.

The projected date for the boring under the collection and transmission lines of Lancassage Lift Station is the week of February 4<sup>th</sup>.

The property owner at 21 McBride is moving forward with connecting to the OPCD collection system. The projected start date is February 1<sup>st</sup>.

On January 23<sup>rd</sup>, Mr. Barton whom was working in the sludge room reported to Ms. Curtis that he was having pain in his chest and numbness in his left arm. Ms. Curtis promptly contacted Mr. Ingram and informed him of the situation. Ms. Curtis was instructed to call 911 and have an ambulance take Mr. Barton to the hospital and to escort Mr. Barton to the hospital. Mr. Barton was observed and released with no labor restrictions. Mr. Barton was sent home to rest for the remainder of the day.

**Mr. Herdt requested the Storm Water Report.** In conjunction with the Clark County Solid Waste Management District, we are working out the details to start a pilot recycling project at the Riverside Elementary School. The environmental club has chosen this as their project that they want to implement during this school semester.

The surveying is underway for the Riverside Ditch Project, Phase II;

Drainage construction work is finishing up in the Capital Hills / Indian Hills area. We have had delays due to the weather.

The results for the soil test bore for a dry well at Throckmorton Park are back. It does appear that a dry well could be successful at this site. Mr. Wallace will be meeting Mr. Andy Crouch about this in the near future to determine how to proceed.

Mr. Wallace has been asked to serve on a City Drainage Board subcommittee that relates to determining how to begin with the City Stormwater Master Plan recommendations. Overall, there are approximately fifty recommendations on the table and the subcommittee will be working on where to start.

Mr. Wallace has been working with the City GIS manager to improve our aerial imagery that we use.

**The Courtyards:** Mr. Wallace received a call from a resident at the Courtyards on 1-22-13 about a small hole developing next to a storm water catch basin. I have checked the site and found that the catch basin had been sealed shut when the pavement was seal coated last year. Overall, we will only need to monitor the small hole. I have added it to our "After the Rains" checklist.

**1709 Birchbark Lane:** Mr. Wallace received a call on 1-22-13 from the resident about drainage issues on their property and will be meeting the property owner on 1-25-13 to discuss their drainage concerns.

Mr. Wallace attended an IDNR National Floodplain Insurance Program workshop in Indianapolis on 1-23-13.

**Mr. Herdt requested the Secretary/Treasurer's Report.** Mrs. Burton has the W2 forms printed and ready to hand out. Due to the instruction of the IRS, Mrs. And Mr. Bizer will be sent W2 forms to report earning received from Oak Park for the supplemental Medicare policy since there has been no proof of purchase of such policy provided. Mrs. Burton will call Mrs. Bizer regarding this issue.

941 and Quarterly Unemployment reports have been completed and submitted for 2012.

The main office copy/print/scan/fax machine has been having issues. Better Quality has been on site several times to correct the issues with this machine.

Resolution 2013-03 was presented to move the Colorado truck from the sewer department to the drainage department. Motion carried 3-0.

W4 and WH4 were given to all employees and directors.

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

**Mr. Herdt requested any new business.** Mr. Ingram explained that the legal description mapping of the voting districts, provided by Blankenkemper's office was compared to a map of parcels that pay the OPCD taxes. Some parcels within the boundaries do not pay property tax to OPCD and some parcels that pay are not included on the tax roll. Mr. Herdt suggested that Mr. Ingram meet with Mr. Gillenwater to discuss this matter.

Mr. Herdt recommended that Mr. Wallace hire a full time assistant to help out in the District to cut the cost of contract labor by performing small tasks in-house. Motion was made and passed with 3-0 vote.

Mr. Milburn suggested that Mr. Ingram contact Derby City Safety to audit procedures around the plant. Mr. Ingram will check into pricing.

Mr. Johnson inquired about the bank testing on generators. Mr. Ingram has already had the testing performed.

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 29, 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.

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Bruce Herdt, Chairman



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Charlie Milburn, Vice Chairman



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Marshall Johnson, Board Member