

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

March 12, 2013  
6:00pm

The March 12, 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 February 26, 2013 were approved as submitted by a 3-0 vote.

**Mr. Herdt requested old business.** The Board agreed to sign contracts from Bailey Safety and Parkland Human Resources training groups.

Corrected W-2 forms were sent to the Bizer's after receiving proof of insurance coverage as required by the IRS.

The construction of the new building is going well. The floor for the offices was poured on Monday. The below grade plumbing for the new building has been inspected and is completed. The foundation has been dug and the footer for the Chlorine building is expected to be poured within the next week.

Mr. Ingram received a quote of approximately \$55,000.00 for sewer rehabilitation along Beechwood Road from Lane Inliner (formerly Reynolds Inliner). The Board agreed for Mr. Ingram to proceed with the work and to pay the expense out of the CIF account.

Mr. Herdt suggested that Mr. Wallace have the web host switched to Go Daddy at this time as it will cost approximately \$7.50 per month. Mr. Wallace will be setting up the OPCD URL through Go Daddy. Mr. Wallace, Mrs. Burton, and Mr. Herdt will then work together to get the site up and running. Discussion was held on compensation for the work to be done off the clock.

**Mr. Herdt requested the Wastewater Treatment Report.** The Wastewater Treatment Report for the month of February was completed and submitted for signature by Mr. Johnson. There was a 99% removal for SS and 99% removal for CBOD. There were no violations during the month of February.

There were 98.88 tons of solids removed from the mixed liquor through processing by OPCD personnel for the month of February.

Delta Services has begun correcting some of the electrical issues at the plant. Approximately \$13,000.00 will be paid out of the next meeting.

On Friday the 8<sup>th</sup>, Mr. Ramer was taken to employee health due to a puncture wound he received while working on the basin.

On Thursday the 7<sup>th</sup>, the section of sewer line at 907 Washington Way was TV'ed by OPCD personnel. There were no apparent signs of damage to the sewer line or infiltration points that would explain the dip in the roadway at that location. Mr. Wallace had also checked the storm drain line that passes under the road at that location the week before and found no issues.

On Wednesday the 6<sup>th</sup>, Bailey Safety conducted the OSHA required BBP training for operational personnel. Mr. Milburn attended the training as an observer.

The SO2 and Chlorine buildings have been moved or demolished to make room for the new chemical building construction to begin.

**Mr. Herdt requested the Storm Water Report.** Mr. Thompson started with the Stormwater Department as the full time Assistant Superintendent of the Stormwater Department on Monday, 3-4-13. During Monday and Tuesday, a work station was incorporated into Mr. Wallace's office; his computer, network, and email are all functional.

On 3-4-13, Mr. Thompson and Mr. Wallace conducted site inspections of current and upcoming drainage construction projects.

On 3-5-13, Mr. Thompson and Mr. Wallace created a draft on-call protocol for consideration by the Wastewater Department. This was provided to Mr. Ingram and Ms. Curtis for comments.

On 3-6-13, Mr. Thompson worked on updating the Stormwater GIS mapping for our system. He is also working to update the system maps in the vehicles for locates.

On 3-7-13, Mr. Thompson and Mr. Wallace completed the Stream Visual Assessment Protocol (SVAP). Also, a letter was sent to 415 Reba Jackson Drive regarding trash / debris in the drainage easement.

On 3-8-13, Mr. Thompson and Mr. Wallace used the pole mounted camera system to review a section of drainage pipe at 1000 Sandstone Drive. They also plan to start outfall checks for the OPCD storm sewer system. Mr. Thompson sent a Notice of Violation to 126 Webster Blvd for limbs being dumped in the easement.

The engineering is underway for the Riverside Ditch Project, Phase II.

Mr. Darrin Dickey and Mr. Wallace used the pole mounted camera system to examine the drainage culvert under the road at 907 Washington Way for issues. None were found.

On 2-28-13, Mr. Ingram and Mr. Wallace attended an IDEM sponsored utility security workshop at the Clark County REMC building in Sellersburg/Hamburg.

On 3-6-13, Mr. Thompson and Mr. Wallace participated in the company Blood-borne Pathogen Training.

Mr. Wallace met with the property owner of 24 McBride on 3/12/13 regarding drainage at the rear of her property.

Mr. Wallace notified the Board that FEMA has released the preliminary flood insurance rate maps for review of Jeffersonville. Lancassange Creek was not updated, due to the District being built out. FEMA focused on areas north of here, such as Lentzier Creek which will see development.

**Mr. Herdt requested the Secretary/Treasurer's Report.** Additional Appropriations paperwork has been submitted.

Mr. Thompson had inquired about having his child support payments taken out of his paycheck. As stated on the Child Support website, an employer is not required to make child support payments on behalf of the employee unless it is ordered by the Courts. It also stated that a \$2.00 fee could be assessed for each transaction. Mr. Wallace stated that Mr. Thompson was wondering why he was allowed to do this earlier, Mrs. Burton replied that it was not known before that this was a voluntary transaction, other garnishments deducted from paychecks in the past have been court ordered. Mr. Herdt stated that since it is not a court order, it should not be allowed. The Board agreed.

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

**Mr. Herdt requested any new business.** Mr. Milburn stated that he felt a "safety coordinator" was needed. Mr. Ingram replied that Bailey Safety would serve as the "safety coordinator and would do all trainings, and file all required paperwork. Mr. Ingram also stated that he felt as Superintendent, part of his duties include making sure everyone is doing their jobs safely. Mr. Ingram will check with Bailey Safety and will continue this discussion at the next meeting.

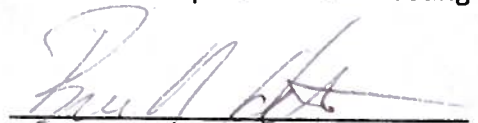
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

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 March 12, 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