

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

March 26, 2013
6:00pm

The March 26, 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 March 12, 2013 were approved as submitted by a 2-0 vote. (Mr. Johnson arrived late and did not vote)

Mr. Herdt requested old business. Progress is still being made on the new building. LATCO, Inc. was on vacation last week and is back to work as of yesterday.

Mr. Herdt asked about the computer system. Mr. Wallace stated that the new server is being installed and Absolute is working on getting small items worked out.

In response to Mr. Milburn's recommendation to create a Safety Coordinator position, Mr. Ingram researched the job requirements and discovered Ms. Curtis has been doing these tasks for the past 7 years. Ms. Curtis is, however, missing the OSHA 30 training. Bailey Safety can fill the requirement until Mr. Ingram or Ms. Curtis is able to receive certification. Mr. Herdt stated that he felt that there was no need to create a position as long as the requirements are being fulfilled.

Mr. Herdt requested the Wastewater Treatment Report. OPCD personnel were called out by the 911 dispatcher to an apartment fire on Allison Lane. They were in need of a pump. Once Mr. Ingram arrived on the scene, Jeffersonville street department had already arrived with the necessary equipment.

Mr. Ingram will be working on Employee Performance Evaluations for the wastewater personnel over the next few weeks.

On Thursday the 21st, Mr. Ingram sat in on the meeting with Ms. Gross from Parkland HR Services. Ms. Gross seemed very knowledgeable in her field and would be an excellent source for advisement. Mr. Ingram agreed there is training that is needed for all personnel at the plant. As the board was not in agreement with the HR proposal that Ms. Burton had presented during the 2012 calendar year, he felt it would be helpful if the board members could clarify to what extent that we would be using the services of Parkland HR. The Board agreed that it was not the intent of the Board to have Parkland, rewrite the employee policy, but to have them provide specified trainings as needed.

The gear drive unit for the grit screw was sent out for repairs. Finding replacement parts for the grit screw, due to its age, is becoming more difficult. It may be time to consider updating that piece of equipment as it plays an important role in the plant's operations. Mr. Ingram will be researching replacement pricing verses repair cost.

Delta Services has been making great strides in completing the major repairs to the plant electrical system as was lined out in the job proposal. A task that has been added to the list is the relocation of the electrical service for the raw sampler as was instructed by Mr. Smith the IDEM Inspector.

Mr. Ingram has put a hold on daily checks at the Lancassange Lift Station due to concerns regarding the use of the fall prevention device that is currently being used. Bailey safety is checking into this issue.

There has been a noticeable increase in the influent rates during rain events. The area that was felt to have the highest probability of being a source of infiltration was TV'ed on Wednesday the 20th. There were several questionable locations where the joints appeared to have been washed out, but there was nothing that prompted a repair at this point. Mr. Wallace and Mr. Ingram began walking the trunk line on Thursday the 21st, searching for possible areas that would indicate there was an infiltration points. They found 1 area that will require a repair in the near future. There is maintenance required to the camera system that needs to be completed before a determination can be made to the extent of the repair that is needed.

The Jeffersonville Sewer boring project for Lancassange Creek is still on hold awaiting permits form the state.

Mr. Ingram met with Excel Excavating on Friday the 22nd, at manhole on the trunk line behind 404 Reba Jackson Drive that showed sign of infiltration. Possible repairs to the manhole and methods of protection from the storm water that passes over that section were discussed. Mr. Ingram plans to video the section of sewer line that feeds into manhole after the repairs are made to the camera unit.

On Wednesday the 20th, Mr. Ingram met with the home owners at 20 Linden Drive, at Mr. Milburn's request, in regards to the condition of their yard and fence after the customer at 21 McBride taped onto the OPCD system. The yard and fence were not returned to their original condition as Mr. Kneel was instructed before the sewer work began. As a courtesy to the customer, OPCD may help by hauling a small amount of dirt to fill the holes created by this job.

The footer for the chemical building was poured on Friday the 15th, due to scheduling conflicts work was halted during the week of the 18th.

Mr. Herdt requested the Storm Water Report. 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. Ms. Curtis got back with Mr. Wallace on 3-22-13 about this. Mr. Ingram will be speaking to Metro and will take the new call out sheets to them.

On 3-14-13, Mr. Thompson conducted facility inspections for illicit discharges etc. No problems were found.

On 3-15-13, Mr. Thompson and Mr. Wallace resumed conducting outfall inspections for this year. There will be an IDEM audit of our Illicit Discharge and Detection Elimination (IDDE) program in April. This audit will include discussion regarding our outfalls.

On 3-18-13, Mr. Thompson and Mr. Wallace conducted infrastructure inspections (and responded to customer calls) due to the heavy rain we had received over the weekend and during the day Monday. Mr. Thompson and Mr. Wallace also met with property owners at 24 McBride Drive and 44 Wildwood Road, and spoke to several others on the phone. They also met on-site with Duke Energy on 3-18-13 regarding the Cherry Creek Condos (adjacent to Seilo Ridge / Indian Hills). There was flooding that occurred that shut off the power to the apartment complex and condos.

On 3-21-13, Mr. Thompson fenced off some of the drainage ditch at the Allison Lane Townhomes. This is in response to the fire at that site. Firefighting activities are exempt from our IDDE Resolution, but they wanted to make sure that later re-construction activities do not cause any issues.

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

A Notice of Violation was sent to 314 / 316 Webster Blvd regarding debris in the drainage easement.

Mr. Wallace attended the City Drainage Board meeting on 3-19-13.

Parkland HR Consulting: Several of us met with Liz Gross on 3-21-13 about the trainings that she has available.

In an email by Mr. Ingram to everyone, dated Tuesday March 19th, it was noted that he had concerns that a stormwater project may have resulted in damage to the sanitary sewer line, resulting in significant infiltration.

On 3-18-13, Mr. Thompson and Mr. Wallace were informed in the afternoon by Mr. Ingram that there might be an issue with a stormwater project that took place at the Pampaw Ditch in October 2012. They immediately started research on this potential issue.

On 3-19-13, Mr. Thompson and Mr. Wallace spoke with the property owner at 712 Webster Blvd and obtained access to the sanitary sewer easement. They also spent part of the afternoon clearing the easement for access to the sanitary sewer manhole.

On 3-20-13, Mr. Thompson and Mr. Ingram assisted with the video inspection of the sanitary sewer line under Pampaw Ditch. It was determined that there was no obvious damage to the line. However, there are most likely areas of joint failure throughout the entire length of the line (which is to be expected since the line is older).

On 3-21-13, Mr. Ingram and Mr. Wallace walked the sanitary sewer main trunk line looking for issues. Several areas of concern were noted for follow up.

Mr. Wallace has let Mr. Ingram know that he is willing to assist with any efforts to resolve the issue of the high level of flow coming to the OPCD facility. Due to the extreme drought in 2012, it may be possible that damage occurred during that time (during a drought, the ground swells and contracts more than normal, causing pipes to pull apart). Mr. Thompson and Mr. Wallace will be conducting an additional round of stormwater infrastructure inspections this year due to the drought.

Mr. Herdt requested the Secretary/Treasurer's Report. Bank statements for February 2013 have been balanced at this time.

Mr. Thompson submitted a court order to garnish his wages for child support payments. The Board agreed that a \$2.00 fee per transaction should be assessed.

Mrs. Burton has received the documentation from the DLGF approving the additional appropriation for the funds remaining from the sale of the water company and from the CIF fund.

Mrs. Burton and Ms. Curtis met with Ms. Reeves of Preferred Benefits, LLC and are in the process of reviewing health insurance policies. It appears that there may be a savings to the District if the policy is to be switched back to Humana. Mrs. Burton will keep the Board updated.

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

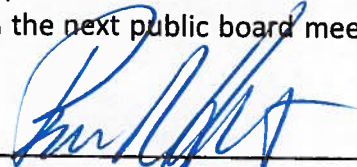
Mr. Herdt requested any new business. Mr. Herdt asked about the status of the new computer server. Absolute Network is in the process of switching files over to the new server. All minor details are being worked out at this time. Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,



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

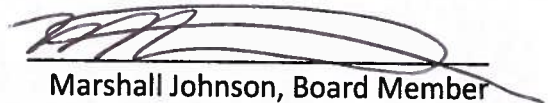
We, the undersigned, have examined the minutes of the Regular Board Meeting held on March 26, 2013 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Charlie Milburn, Vice Chairman



Marshall Johnson, Board Member