

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

April 23, 2013
6:00pm

The April 23, 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 April 9, 2013 were approved as submitted by a 3-0 vote.

Mr. Herdt requested old business. There is no further communications on the Dixon Tort Claim.

Progress is still being made on the new building. Block work for the office building and the FEMA storm shelter room have been completed. They will be working on Trusses next.

Quotes were received from Layne Inline for the sewer rehabilitations; purchase orders have been submitted for this work to be paid out of the CIF fund.

Bailey Safety conducted employee interviews on 4/16/13 with most employees.

Mr. Herdt and Mr. Wallace have met and have worked on getting the website switched over to GoDaddy.com.

Mr. Herdt requested the Wastewater Treatment Report. On Monday the 15th, the blower for the holding tank was found not working due to a bearing failure and has been taken to Republic Pneumatics for repair. The damage to the unit may require a replacement of the blower unit. Mr. Ingram is working on getting quotes for the replacement.

On Tuesday the 16th, Aspire Industries replaced the bottom bearing in the drive motor of platform Aerator #1

On Tuesday the 16th, Mr. Richey and Mr. Ingram worked with Cristiani Excavating trying to locate the forced main from Lancassange Station. Mr. Ingram consulted Mr. Meyer about the forced main location. On Wednesday the 17th, the location of the forced main was found by Cristiani Excavating closer to the bridge. The location of the forced main does not match the GIS information and will be corrected for future reference.

On Monday the 15th, the property owner of 904 Pennsylvania informed Mr. Ingram that they had paid a permit and inspection fee of \$100.00 to Jeffersonville for a lateral repair that is being done at that location. Mr. Ingram informed the property owner that they should not have paid any fees to Jeffersonville, and that they should be refunded the monies that they

paid. Mr. Ingram also instructed the property owner that in the event Jeffersonville refused to refund the money to contact OPCD for assistance.

On Monday April 8th while performing needed maintenance on one of the conveyors in the sludge building, Mr. Ramer questioned the safety of the work that was being done. The design of the control cabinet did not allow the conveyors to be individually locked out. Mr. Ramer pointed out a flaw that in the sludge building that has gone unnoticed for years and will now be corrected. Delta Services installed individual disconnect switches for the conveyors on April 18, 2013.

On Tuesday the 9th, a minor vehicle accident occurred on Portage Place involving OPCD employees while leaving work for that day. Mr. Ingram conducted an investigation into this matter and found that horseplay that started on company property after the employees had clocked out may have been a factor that resulted in the accident. Mr. Ingram has addressed the OPCD staff regarding horseplay on the plant grounds and the safety issues that this type of behavior can create. Mr. Herdt added that it should be noted that future horseplay that results in injury or damage to personal or OPCD property may be reviewed by the Board and will result in disciplinary actions up to and/or including termination.

On 4/17/2013 employee interviews were conducted on almost everyone by Bailey Safety. They will be getting back with Mr. Ingram after reviewing the data.

On 4/18/2013 JTL was able to provide Mr. Ingram with an as-built map for the Lancassange Lift Station.

On 4/22/2013 Mr. Ingram had the staff to begin operating two shifts due to an increase in the suspended solid numbers of the activated sludge and a reduction in the volume of processed sludge over the past few months. This is a temporary shift in the wastewater department manpower and once the operational processes return to normal or appear that they are moving in that direction, the staff will return to one shift.

Also on 4/22/2013, Jeffersonville began their second attempt to bore under the OPCD gravity line and Lancassange Creek. Mr. Ingram was present as an observer to ensure the security of our infrastructure. The forced main for Jeffersonville was pulled under our gravity line, Lancassange Creek and past our forced main on the following day.

Ms. Curtis will be attending an OSHA Recordkeeping Training on 4/26/2013.

Buildings were demolished at 725 Higgins Drive and Allison Lane Apartments within the last week. The companies doing the work were instructed to cap off the sewer laterals at both locations.

Mr. Herdt requested the Storm Water Report. Mr. Thompson and Mr. Wallace will be participating in the IDEM Audit on Thursday, 4-25-13. They have spent a significant amount of time this week preparing for the audit.

Mr. Wallace attended a regional Stormwater Advisory Committee (SWAC) meeting on 4-12-13 in Clarksville. This meeting was in preparation for the IDEM audit.

Mr. Thompson spoke to the property owner at 3602 Pennsylvania Avenue regarding dumping ashes in / adjacent to a catch basin. This is considered an illicit discharge.

A Second Notice of Violation was sent to 126 Webster Blvd regarding limbs and debris in the drainage easement. The City Code Enforcement Department has resolved this issue.

A major catch basin in dog alley (Pennsylvania Ave) was found to be partially collapsed by Mr. Thompson on 4-15-13. This site will be repaired as soon as possible. This job will need to be sub-contracted out.

Mr. Thompson and Mr. Wallace have redesigned the drainage plan for the N. Walford Drive block in Walford Manor. Mr. Thompson met with Excel Excavating on 4-16-13 regarding this revised plan to obtain a quote for the construction. The Stormwater department will be working to obtain utility information (gas line) in the near future.

Mr. Thompson conducted site inspections on 4-15-13, 4-17-13, and 4-19-13 (after the rain checks).

1213 Windmill Lane: A call was received on 4-11-13 regarding a hole next to the curbside catch basin. Mr. Thompson and Mr. Wallace investigated this site the same day and put out some safety cones. The site was tested with the sewer cleaner, and found water leaking into the side of the catch basin. The City was contacted about this issue, and Mr. Thompson followed up with the City on 4-16-13. They have already called in locates for the repair.

3612 / 3614 Blueberry Way: Mr. Thompson met with the property owner on 4-15-13 regarding a drainage concern between him and his neighbor's house. Mr. Thompson and Mr. Wallace met with both property owners on 4-18-13 to discuss possible solutions to the drainage issue they are concerned about. This issue is on private property.

1002 Assembly Road: Mr. Thompson spoke to the property owner regarding a locate ticket that noted a fence was to be built. After discussion, the property owner understood where the drainage easement was located and will not place the fence in that area.

312 Longview Drive: Mr. Thompson was notified by the property owner on 4-16-13 about debris being placed in the rear easement on his property. Mr. Thompson had just visited this site the day before during site inspections and found no debris, but he re-visited the site on 4-16-13 and found the materials placed in the back of the property (see pictures). He sent out notices to the surrounding neighborhood alerting everyone to please help keep the easement clean and the possibility for enforcement actions.

Mr. Thompson and Mr. Wallace removed some debris from the Fields of Lancassange. An account was set up at Nugent, in Utica, to dispose of the waste.

Mr. Herdt and Mr. Wallace spent time over the weekend to get the website converted to the new host site.

Mr. Herdt requested the Secretary/Treasurer's Report. Mrs. Burton has been working with Leanne Scott at Your Community Bank on the renewal of the \$600,000.00 line of credit that is due in June.

Mrs. Burton and Ms. Curtis have been compiling a list of topics that would be beneficial to have HR training on.

LBM Construction has purchased three duplex tap-in permits for Aberdeen Place.

Due to lack of tax revenue, the Sewer Department will need to borrow funds from the CIF fund for future payables.

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,

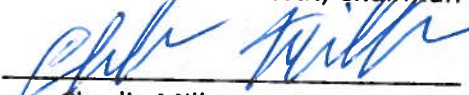
Amy Burton

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


We, the undersigned, have examined the minutes of the Regular Board Meeting held on April 23, 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