

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

August 14, 2013  
6:00pm

The August 14, 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 July 31, 2013 were approved as submitted by a 3-0 vote.

**Mr. Herdt requested old business.** All old business was discussed on each individual report.

**Mr. Herdt requested the Wastewater Treatment Report.** On Monday the 5<sup>th</sup>, a Request for Information was received from the Indiana Department of Workforce Development. The form was filled out and returned on Tuesday the 6<sup>th</sup>. A copy of the form was available for review by the board members.

This meeting was conducted in the new office building Board Room.

On Monday the 12<sup>th</sup>, all OPCD personnel participated in the annual drug testing.

On Tuesday the 13<sup>th</sup>, OPCD personnel participated in fire extinguisher training. The training was coordinated through Bailey Safety as part of our provided trainings. The Jeffersonville Fire Department conducted the training.

Aspire Industries replaced the lower bearing in the #1 platform aerator that was mentioned in the report for the July 31<sup>st</sup> meeting.

Ford Hall repaired damage to the brush arm assembly on clarifier #3, and replaced the brushes on all three clarifiers.

The Wastewater Treatment Report for the month of July has been completed and was signed by Mr. Milburn. There was a 99% removal for SS and 99% removal for CBOD. There were no violations during the month of July.

On the 8<sup>th</sup> and the 9<sup>th</sup>, OPCD personnel pressure washed the roof on the lab building and the control room. The shingles on both building were weathered and took away from the fresh appearance of the new construction. If it is the wish of the board the building can be recovered to match the new construction.

Reoccurring issues with the effluent sampler may require replacement of that unit. Mr. Ingram will keep the board updated as information is made available.

Mr. Ingram has been approached by a salesman from Fitz Chem. Corp. who informed him that they will be supplying our supply of DE. Mr. Ingram contacted Chemical Resources and was informed

that in the near future they will no longer be distributing the Celite brand, however; a sample of Celatom FW-60 was provided for comparison. There was no noticeable performance difference between the materials therefore Chemical Resources will now be providing us the Celatom FW-60 product.

Mr. Nickell at 33 Caroltia Ave. contacted OPCD earlier in the week and inquired about connecting onto the OPCD collection system. Mr. Ingram informed Mr. Nickell that with Jeffersonville's annexation of the area being complete he would be required to attach to the Jeffersonville sewer lines once they were made available. Mr. Ingram explained the process to connect to our system and informed Mr. Nickell that he would need written consent from Jeffersonville to attach to the OPCD collection system before the Board of Directors could consider his request. On Thursday the 8<sup>th</sup>, Mr. Nickell called and left a message that Mr. Ashack gave him consent and that Jeffersonville would need paperwork from OPCD. Mr. Ingram contacted Mr. Nickell on Friday the 9<sup>th</sup>, and informed him that OPCD required paperwork from Jeffersonville requesting that OPCD provide sewer service for the home a request from the Clark County Health Department not to mention permission from the property owner at 19 Fay Ave. who paid for the main line extension along with a written request submitted to the Board of Directors for this process to begin. As a note there appears to be 5 properties in the Wathen Heights area that could tie onto the OPCD collection system without requiring a main line extension. Mr. Herdt suggested that any property owners wishing to tap-in to the OPCD sanitary sewer system should have written permission from the City of Jeffersonville. It also needs to be clear that the property owner will take full financial responsibility for all expenses incurred, including annexation legal fees.

On Monday the 29<sup>th</sup>, the results of the DMR-QA Proficiency Test conducted by Ms. Curtis were received. As would be expected the required tests were successfully completed. As a sign of congratulation for her excellence in performance, Mr. Ingram recommended Ms. Curtis receive a bonus in the amount of \$250.00, as has been done in the past. Mr. Johnson moved to accept Mr. Ingram's recommendation for Ms. Curtis to receive a \$250.00 bonus, motion carried 3-0.

To aid in the safety of operational personnel of OPCD and in observance of safety month (June) high visibility shirts were provided to all employees.

Delta Services will begin working on the installation of the electrical lines for the new Chemical Building during the week of August 19<sup>th</sup>.

Latco is finishing up minor items in the new building. The final electrical inspection has been scheduled and the inspector has yet to arrive.

OPCD personnel have completed the assigned landscaping duties adjacent to the sidewalk.

On Monday the 12<sup>th</sup>, the building inspectors conducted their inspections. There were a few items that were requested to be corrected before Latco will be given final approval from the inspector.

**Mr. Herdt requested the Stormwater Report.** OPCD received its audit report from IDEM from earlier this year. The audit results have been emailed to the Board of Directors. OPCD is one of the few stormwater communities in this area to have no compliance items to resolve. Mr. Wallace recommended that Mr. Thompson and Mrs. Burton each receive a \$75.00 bonus for their efforts. Mr. Milburn moved to accept Mr. Wallace's recommendation for a \$75.00 bonus for Mr. Thompson and Mrs. Burton, motion carried 3-0.

On 8-1-13, Mr. Thompson and Mr. Wallace attended a green infrastructure meeting at the Clark County Soil and Water Conservation office. They are working on planning a major rain garden meeting in October for the entire region.

Mr. Thompson and Mr. Wallace attended a workshop in Indianapolis on 8-5-13 regarding the FEMA HAZUS program. This is a program that is used with ArcGIS to model flooding / floodplains.

Mr. Wallace attended a regional Stormwater Advisory Committee (SWAC) meeting on 8-8-13. The primary discussion included the new permit term cycle that will begin in 2014 (this will be permit cycle #3). The EPA is working on new stormwater rules that may be released next year.

8-2, 8-6 & 8-7-13: Mr. Thompson and Mr. Wallace mowed sections of the Pampaw and Riverside Ditches with our new flail mower.

8-1-13: Mr. Thompson and Mr. Wallace conducted surveying on Castlewood and Locust Lane.

Mr. Wallace met with Mr. Matt Bell on 8-7-13 regarding the Lancassange Creek Watershed study. He provided Mr. Wallace with the preliminary paperwork for the Request for Proposals. In addition, a representative with the Port of Indiana contacted the City regarding the possibility of conducting a study on Lancassange Creek for the Port property. Mr. Bell informed them of the new City Stormwater Master Plan. Mr. Bell and Mr. Wallace are meeting with the Port representative next Friday.

*Aberdeen Place:* A follow up ESC Inspection was completed 8-8-13 by Mr. Thompson.

8-7 & 8-8-13: Mr. Thompson and Mr. Wallace dug out the gravel between the new building and sidewalk. They then installed approximately 4 cu. yds. of clean topsoil.

**Mr. Herdt requested the Secretary/Treasurer's Report.** All 2014 budget information has been submitted at this time.

Bank statements for July 2013 have been balanced.

An open house of the new office building will be held during the Budget Hearing and Regular Board Meeting on September 11, 2013 beginning at 5:30. Invitations will be sent to past Directors and Retirees along with an announcement in the newsletter.

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

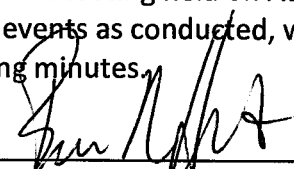
**Mr. Herdt requested any new business.** Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,



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

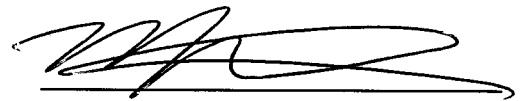
We, the undersigned, have examined the minutes of the Regular Board Meeting held on August 14, 2013 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Charlie Milburn, Vice Chairman



Marshall Johnson, Board Member