

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

January 29, 2014
6:00pm

The January 29, 2014 Annual 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:

Charlie Milburn – Chairman
Bruce Herdt – Vice Chairman
Jay Thompson – Asst. Superintendent of Storm Water Operations
Keith Ingram – Superintendent of Wastewater and Operations
Amy Burton – Secretary / Financial Clerk

Mr. Johnson was absent.

The minutes for the meeting held on January 15, 2014 were approved as submitted by a 2-0 vote.

Mr. and Mrs. Nickell of 33 Carlota were present to ask the Board's permission to tap in to the OPCD sanitary sewer system. Mr. Ingram explained that in order to tap in to OPCD, the work must be completed no later than March 28, 2014. If the tap is not complete at that time, the property will be required to tap on to the City of Jeffersonville. An agreement stating such was presented and signed by Mr. and Mrs. Nickell along with the Board Members. Mrs. Burton attested the signatures. Mr. Nickell also signed an Agreement to Tap-on without a mainline extension contract.

Mr. Milburn requested old business. There was no old business to discuss.

Mr. Milburn requested the Wastewater Treatment Report. The annual DMR (Discharge monitoring Report) for 2013 was presented for signature by Mr. Milburn.

On January 22nd, Ms. Burton and Mr. Ingram attended a QuickBooks training seminar in Louisville.

On January 13th and the 14th, there were operational issues with the sewer cleaner not starting. Cummins Crosspoint checked the sewer cleaner on the 15th, and per the recommendation of the service tech heavier gage terminal wires were constructed and installed on the unit.

Mr. Nickell contacted the office on Thursday the 23rd, and informed Mr. Ingram that he has some of the required paperwork for requesting permission to tap onto the OPCD collection system. Mr. Ingram e-mailed Mr. Nickell a copy of the check off list to be used as a reference sheet. Mr. Ingram instructed Mr. Nickell that he needed to submit his request to

the board of directors and expect him to be on the agenda. Mr. Ashack has given Mr. Nickell until the 31st, to comply with our requirements. Mr. Gillenwater was contacted by the attorney representing Mr. Nickell on Friday the 24th. Mr. Ingram has provided Mr. Gillenwater with information regarding this issue.

Wage increase forms were ready to be signed by the board members for all resent increases.

On January 24th, Ms. Curtis and Mr. Ingram attended training at Bailey Safety. The training was conducted by a representative from the Kentucky Labor Cabinet the topic was Accident Investigation and Reporting.

Mr. Milburn requested the Storm Water Report. Mr. Thompson and Mr. Wallace have been compiling information from 2013 and have started working on the Stormwater Annual Report that will be due at the end of 2014.

On 1-14 & 1-15, Mr. Thompson and Mr. Ethan Barton worked at Pebble Creek Apartments and repaired 3 sections of failed pipe. There are still 4 sites to repair behind this apartment complex.

During the week of Jan 27th, Mr. Wallace and Mr. Thompson worked on the FOL Ditch and are planning to do more work in Pebble Creek if weather permits.

Riverside Ponds: As discussed, the Sellersburg Water Company has purchased the Riverside Water Company. Mr. Wallace was contacted by Mr. Ken Alexander, Town Manager, about this property and the possibility of giving it to OPCD. Mr. Wallace is waiting to hear back from Diversified Insurance. Mr. Herdt suggest that if OPCD takes over ownership, that a fence be built to keep the area safe. Mr. Wallace will get with the board when more information becomes available.

Mr. Matt Bell received 8 proposals for the Lancassange Creek Watershed Hydraulic Study, Floodplain Depth Mapping, and Fluvial Erosion Study. Mr. Wallace and Mr. Bell have discussed the proposals and have decided to move forward

Mr. Thompson and Mr. Wallace met with several City representatives regarding the Throckmorton Park area (engineer, parks, drainage) on 1-21-14. The City agreed with the plans to resolve this issue and are trying to determine how to proceed internally.

Mr. Wallace assisted with the Indiana Watershed Leadership Academy again this year as a team leader.

Work has been done in-house at the Fields of Lancassange the past couple of days. Progress is being made.

Mr. Milburn requested the Secretary/Treasurer's Report. W-2 forms will be ready this week.

Mrs. Burton has spent a lot of time in the QuickBooks software learning the new system.

Form 1782 has been submitted to the DLGF for the 2014 Budget. Mr. Cummins verified all amounts appeared to be correct prior to submittal.

Mr. Milburn moved to approve the claims as submitted. Motion carried 2-0.

Mr. Milburn requested any new business. Mr. Ingram presented a letter from a customer. There was no name or return address. Mr. Milburn suggested that an article

should be in the next newsletter that would inform customers to include their name and contact information so that OPCD can respond to their concerns.

Mr. Milburn has been looking over the financial reports and did not see where any funds from recycled scrap has been deposited. Mr. Ingram stated that past loads had been deposited in the CIF fund under misc. income; however, the last load taken was paid out in cash. Mr. Ingram stated that the cash was kept and was being used for items such as the Employee Christmas dinner and occasional lunches for employees. Mr. Milburn stated that a record of purchases needed to be kept so that it can be proven where the funds went. Mr. Ingram explained that he had discussed this with Mr. Cummins and that it was easier to scrap the material than to hold a public auction.

Mr. Ingram went over a few improvements at the Lancassange lift station that may need to be handled in 2014. The Lancassange pump has been acting up. The volt meter indicated that the pump had burned out and the pump may need to be replaced. There are fence posts that need to be replaced. And Mr. Ingram is looking in to possible changed in the crow's nest with a new design that would make it safer.


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

Respectfully Submitted,

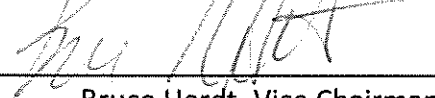


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

We, the undersigned, have examined the minutes of the Regular Board Meeting held on January 29, 2014 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.



Charlie Milburn, Chairman



Bruce Herdt, Vice Chairman

Marshall Johnson, Board Member