

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

November 5, 2014
6:00pm

The November 5, 2014 Regular Board Meeting for the Oak Park Conservancy District was called to order by the Chairman of the Board of Directors, Charlie Milburn, with the following persons present:

Charlie Milburn – Chairman
Bruce Herdt – Vice Chairman
Marshall Johnson - Board Member
Keith Ingram – Superintendent of Wastewater and Operations
Christiana Adkins- Stormwater
Amy Burton – Secretary / Financial Clerk

The minutes for the regular meeting held on October 8, 2014 and for the cancelled due to lack of quorum meeting scheduled for October 22, 2014 were approved by a 3-0 motion and were signed as submitted.

Mr. Milburn requested old business. The bid and quote packets for the 2015 DE and Bio-solid contracts are advertised to be opened at the regular meeting scheduled for November 19, 2014.

Mr. Milburn requested the Wastewater Treatment Report. Mr. Ingram has reviewed the DE and Bio-solid packets and has approved the invitations to bid and quote.

The renewal process for the OPCD FCC license will be handled by Radioland Inc. The renewal application will be submitted after November 1, 2014.

The Wastewater Treatment Report for the month of September was completed and electronically submitted to IDEM. Mr. Herdt signed a printed copy for office records. There was a 98% removal for bot SS and CBOD with no violations for the month of September.

Mr. Ingram ordered stainless steel impellers for the RAS pump from Spencer Machine. The stainless impellers will have a much longer operating life than the ductal iron impellers that are currently in the pumps. There is a price difference of \$500 from the old impellers to the new ones.

Due to the worn condition of the conveyer in the drive through, Mr. Ingram will be working on obtaining quotes to replace the unit with a comparable piece of equipment.

Ms. Adkins has completed her first 90 days of employment with OPCD. Mr. Ingram requested that Ms. Adkins receive a wage increase of \$.25 per hour, retroactive from October 20, 2014. Mr. Herdt moved to accept Mr. Ingram's request, motion carried 3-0.

Mr. Ingram is currently working on personnel performance evaluations. Copies will be provided for Board review once they are completed.

Mr. Ingram renewed the ESRI "GIS" program on October 30, 2014. The number of licenses was lowered from 5 to 3 which will save the district approximately \$800.00 per year.

Mr. Huckaby has been asked to arrange a meeting with Mr. Campbell from the St. Louis branch of Stantec to discuss possible operational changes or treatment options that can help OPCD meet

the upcoming requirements of phosphorus testing and limits. These changes will be included on the next permit renewal.

Bailey Safety provided Lock Out/ Tag out and blood-borne pathogens training plus fit testing for employee working in the sludge building on October 23, 2014 and CPR, First Aid and AED training on October 27th. Due to time restraints, the CPR training will be finished on a later date.

On October 29, 2014, Ms. Adkins and Mr. Ingram met with Mr. Huckaby regarding the upcoming IDEM inspection.

On October 29, 2014, Mr. Ingram met with Mr. Roberts, Army Corps of Engineers for a follow-up inspection on the Riverside Ditch Project. Mr. Roberts noted several concerns with the project and has given specific instruction and recommendation as how to resolve the concerns. In one area, rip-rap was used to sure up the ditch. Mr. Ingram is researching the as-built for this project to figure out who authorized the design change that called for the rip-rap. Mr. Ingram will also be obtaining quotes from Cristiani and Excel to remove the rip-rap.

Mr. Milburn requested the Stormwater Report. Ms. Adkins conducted After Rain Inspections on October 7th, 10th, 14th, and 16th and cleared leaves and yard debris from drainage ditches and catch basins.

Ms. Adkins has updated the Spill Response Plan adding a new map of the plant with the potential spill locations and material transfer areas.

Ms. Adkins has been adding and updating infrastructure to GIS and is currently trying to separate certain drainage pipes or areas that have been repaired from the ones that still need repaired.

Ms. Adkins emailed Matt Bell regarding a couple outfalls that were found while doing rain checks that were severely scoured behind the end of the pipe and are part of the City's jurisdiction.

Mr. Swinney, Mr. Jeffrey Smith and Ms. Adkins uncovered the damaged drainage pipe leading to the tributary between 1014 and 1016 Assembly. It is clogged with dirt and trash and holds water until there is enough rain fall to fill it up and trickle out of the broken opening in the top of the pipe. It has been coned off until we determine the steps to fix it.

On 10-9 Mr. Swinney, Mr. Jeffrey Smith, and Ms. Adkins applied rip rap to the scoured areas on 1305 Dogwood.

On 10-9 and 10-10 Mr. Swinney, Mr. Jeffrey Smith and Ms. Adkins added rip rap to the eroding areas of the drainage ditch parallel to N Seilo Ridge where the water drains into the unnamed tributary.

During the rain checks on 10-14, yard debris and large tree limbs were found dumped on the Riverside Ponds Property. It is believed that it was dumped after the "No Dumping" signs were installed. Mr. Jeffrey Smith and Ms. Adkins removed the large debris and laid it by the roadside for the city to pick up. Mr. Ingram and Ms. Adkins discussed putting a chain between two posts across the entrance to deter vehicles from entering the ponds.

During the rain checks on 10-16 sinkholes forming around the catch basin behind 403/413 Reba Jackson were found. It appears it is from the soil settling and not pipe failure. Mr. Jeffrey Smith and Ms. Adkins filled the sinkholes with dirt.

The resident on 1112 W Walford stopped Ms. Adkins in the district while she was doing rain checks on 10-7 to show her his front yard which had settled, forming shallow dips. In 2011 OPCD replaced the drainage pipe through his yard. He requested that we get him a load of dirt to fill in his yard.

Ms. Adkins conducted After Rain Inspections on October 30th and 31st.

Ms. Adkins has redone the storm sewer inspection sheet, creating a specific sheet for each area instead of one big list with random addresses and conducted Storm Sewer Inspections on October 22nd, 27th, 30th and November 3rd. Ms. Adkins has printed GIS maps to show problem areas in each area she inspects.

Mr. Ingram and Ms. Adkins met with Rob Huckabee Wednesday October 29th to discuss the audit and hammer out remaining questions we had.

Ms. Adkins has contacted Mrs. Stacy Stiller at Riverside Elementary School to arrange an activity with the Environmental Club. They meet the first Thursday of each month. We will be joining them December 4th 3:30-4:30.

Mr. Ingram is looking into having Layne Inliner CIPP some of the stormwater pipes that have failing joints or that needed slip-lined.

On 10-30 and 10-31 Ms. Adkins raked leaves that were getting caught in the catch basins from Dog Alley and Assembly ditch.

After performing a storm sewer inspection of Walford Manor on 10-27, Ms. Adkins discovered a large sinkhole forming under a small pvc washout next to the parking lot of Oak Park Baptist Church. Mr. Swinney, Mr. Jeffrey Smith and Ms. Adkins filled in the sinkhole with dirt to prevent injuries. This site will be monitored to see if any further repair will be needed.

Mr. Milburn requested the Secretary/Treasurer's Report. Auditor's office has confirmed that the listed properties in question have not been paying Oak Park Taxes. Mrs. Burton has been cross-referencing the updated freeholders list to the paper files to verify tap permits so that there are no other missed properties. Once this is completed, the next steps will be to make sure that the properties are added to the list and also to contact Mr. Gillenwater regarding the back taxes owed since he handled the last properties that were not added properly.

Mrs. Burton has contacted Ms. Reeves to get information on health insurance so that the policy can have a renewal date of Jan 1 rather than May.

DE ads will run on October 30 and November 10. Bio-solid quotes packet have been mailed out. Both bid openings will be held at the meeting on November 19, 2014.

Mr. Bizer turned 67 years old in October. He will no longer qualify for health insurance benefits from Oak Park according to the mediation results for retiree benefits held in 2006. October Premiums were the last pay out for Mr. Bizer.

As done in the past, the Director's pay will be paid out at the next meeting with any remaining meetings being paid at the final pay of the year.

A proposed calendar for the 2015 meetings was presented along with Resolution 2014-06 to set the meeting dates. Mr. Herdt moved to accept Resolution 2014-06 as presented. Motion carried 3-0.

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


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

Respectfully Submitted,

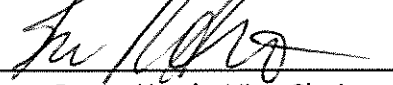


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

We, the undersigned, have examined the minutes of the Regular Board Meeting held on November 5, 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