

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

February 26, 2014  
6:00pm

The February 26, 2014 Regular Board Meeting for the Oak Park Conservancy District was called to order by the Chairman of the Board of Directors, Charlie Milburn, 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 29, 2014 were approved as submitted by a 2-0 vote. The Minutes for the Executive Session held on February 7, 2014 and Minutes from the February 12<sup>th</sup> cancelled meeting due to lack of a quorum were approved as well.

**Mr. Milburn requested old business.** Mr. Wallace reported that Sellersburg Water will be sending some information regarding the donation of land to the district. A quote for a residential fence to go around the ponds was approximately \$14,000.00.

**Mr. Milburn requested the Wastewater Treatment Report.** The Wastewater Treatment Report for the month of January was presented to be signed by Mr. Milburn. There was a 98% removal for SS and 99% removal for CBOD. There were no violations during the month of January.

On Tuesday the 4<sup>th</sup>, it was discovered that the Muffin Monster from Lancassange Station was not working. Further investigation found that the motor for that piece of equipment needed to be replaced. The replacement motor was received and placed back online on the 12<sup>th</sup> of February.

On Thursday the 30<sup>th</sup>, the #3 pump was pulled by Delta Services and sent to Spencer Machine and Tool to be diagnosed for repairs. Due to complications while trying to remove the power lines for the pump, it has been determined that a new larger conduit line will need to be installed at that lift station.

On Monday the 3<sup>rd</sup>, OPCD personnel pulled the pumps at Beechwood Station and cleared debris from both pumps. Due to the age of the pumps at that lift station, Mr. Ingram will be researching replacement costs of the pumps and control cabinet.

On the evening of Tuesday the 4<sup>th</sup>, OPCD personnel responded to two backups that resulted in SSO reports being filed with IDEM. Both locations received a notice of violation as neither property had a back-flow prevention device on the lateral sewer line and have had issues in the past. On

Wednesday the 12<sup>th</sup>, notices of violation were sent to the property owners at 154 Forest Drive and 927 Pennsylvania Avenue in regards to the lack of backflow prevention devices being installed on the sewer laterals as this is a violation of the OPCD regulations. On Tuesday the 18<sup>th</sup>, the resident at 154 Forest Drive contacted the office regarding the Notice of Violation that had been sent on the 12<sup>th</sup>. The property owner will be installing a back flow prevention device. The other customer has not responded at this time.

On Friday, January 31<sup>st</sup>, Bailey Safety conducted training on Eye-Wash Stations and Dump Showers. After the training Mr. Perkins conducted a site audit around the plant.

A copy of the departmental Chain of Command will be reviewed further due to Mr. Wallace's resignation.

The plant is approaching the 13<sup>th</sup>, year since the last upgrade to the operations. The company that created the controlling program for the plant is no longer in business and the operating system for that program is outdated as well. Mr. Ingram has contacted Delta Services to obtain a quote for updating the operating program as well as making improvements to the equipment. The quote came back at \$19700 for the hardware and software. This is an item that needs to be addressed sooner than later. No decision was made.

On Friday the 21<sup>st</sup>, Mr. Ingram contacted Spencer Machine to check on the status of the pump that they are repairing. They are currently waiting on parts from the pump manufacturer to complete the repairs.

Corrosion issues with the fence posts at Lancassange lift Station have created an unsafe working condition at that location. Mr. Ingram has contacted Cardinal Fence to make repairs and improvements at the lift station. The work began to make the improvements on Tuesday the 18<sup>th</sup>.

Bailey Safety conducted Mechanical Safety training on Wednesday the 12<sup>th</sup>. Mr. Milburn requested a copy of the inspection reports from Bailey Safety. Mr. Herdt suggested that the reports be provided to all directors at the meetings for review.

**Mr. Milburn requested the Storm Water Report.** Mr. Thompson and Mr. Wallace have been working with Stantec on trying to get some of our basic maps available to OPCD staff using ArcGIS online. This is a service that now comes with our annual maintenance agreement.

Mr. Thompson and Mr. Wallace attended the Purdue Local Technical Assistance Program (LTAP) in West Lafayette on 2-13-14. At this conference, they learned more about this year's upcoming IDEM audit concerning Pollution Prevention / Good Housekeeping of facilities at each MS4.

On 1-30, 1-31, 2-4, & 2-19, Mr. Thompson and Mr. Wallace worked on mowing and cleanup at the Riverside Ditch.

On 2-19, Mr. Wallace and Mr. Thompson conducted clean up at the weir structure and box culverts in Fields of Lancassange. Debris from this ditch and debris staged at the OPCD plant from the winter were hauled off to Earth First for disposal.

Repairs were made to multiple hydraulic fittings on the mini excavator on 2-6-14.

On 2-4, 2-18, 2-20, & 2-21: Mr. Wallace and Mr. Thompson conducted site inspections and general maintenance prior to rain events.

Bramble Excavating completed a slip line of a pipe between 223 / 225 Riverwood Drive.

Mr. Charles Kestler at 2906 N. Walford Manor contacted Mr. Wallace on 2-19-14 regarding the status of the drainage project in his neighborhood. OPCD is at a standstill right now with the project's ideal solution (alternatives are being considered). To make major repairs to the drainage system in this area, it will cost approximately \$25,000.00 and would need to be done by a larger company such as Cristiani Excavating.

Mr. Wallace sent Mr. Matt Bell, City of Jeffersonville, information regarding a hole found adjacent to a road catch basin at 904 Presidential Place.

Information has been received from Mr. Bell regarding the new City Flood Hazard Ordinance, as required by the IDNR this spring for the entire State of Indiana.

Mr. Thompson and Mr. Wallace attended a meeting at the City of Jeffersonville on 2-21-14 regarding the upcoming Lancassange Creek hydraulic study. Mr. Bell selected a joint proposal from Eigel and Associates / Bernardin Lochmueller and Associates as the group to conduct the study. Mr. Thompson and Mr. Wallace assisted with the selection process.

*322 Pampaw Lane:* Mr. Wallace spoke with the property owner on 1-30-14 regarding a question about improving their steep hillside so they could walk down to the creek. Mr. Wallace passed this concern on to Mr. Ingram since the project would potentially involve nearby sanitary sewer infrastructure.

Mr. Wallace is currently working with the U.S. Army Corp of Engineers and IDEM regarding the cleared area at the intersection of Lancassange Drive and Creek Road.

Mr. Thompson and Mr. Wallace attended training by Bailey Safety on 1-31 & 2-12.

***Mr. Milburn requested the Secretary/Treasurer's Report.*** Mrs. Burton has been working on the 2013 Annual SDAR Financial Report that is required by the SBA. The report was completed and submitted online on 2/21/2014. Mrs. Burton also submitted the Annual Debt Reporting and extra benefits report online through the Gateway System.

Mr. Herdt moved to pay Mr. Milburn for an extra meeting for signing checks on February 12, 2014, motion carried 2-0.

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

***Mr. Milburn requested any new business.*** Mr. Wallace has submitted his two-week notice from employment with OPCD. Mr. Wallace will be accepting a position with the City of Jeffersonville. His last day will be on March 11, 2014. Mr. Thompson will fill the vacated position of Superintendent until the job is filled permanently. The Board will meet to discuss compensation and qualifications for the position sometime in the near future.

Mr. Milburn requested information on employee overtime and the reasoning for the overtime.

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 February 26, 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.

  
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Charlie Milburn, Chairman

  
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Bruce Herdt, Vice Chairman

  
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Marshall Johnson, Board Member