

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

March 12, 2014
6:00pm

The March 12, 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
Marshall Johnson - Board Member
Jay Thompson – Interim Superintendent of Stormwater Operations
Keith Ingram – Superintendent of Wastewater and Operations
Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on February 26, 2014 were approved as submitted by a 3-0 vote. The Minutes for the Special Meeting held on March 6, 2014 were approved as well.

Mr. Milburn requested old business. Mr. Ingram presented an overtime report as requested by Mr. Milburn. It was decided to continue with the overtime reports for now.

The Safety and Audit Reports were presented to the Board for review per Mr. Milburn's request.

Mr. Milburn asked if there was a regular cleaning schedule that was current being used. Mr. Ingram stated that there is a cleaning schedule in place at this time.

Further discussion was held on the Riverside Pond status. According to Diversified Insurance, ownership of the ponds would not increase liability risks of the District, with or without the fence. The Board agreed that by taking ownership of the ponds, the District could ensure the land is properly used and maintained. Mr. Thompson suggested Danger and No Trespassing signs to deter people from the area. Mr. Gillenwater will look over the Resolution prior to the District agreeing to take over the ponds.

Mr. Milburn requested the Wastewater Treatment Report. The Wastewater Treatment Report for the month of February was completed and submitted to be signed by Mr. Johnson. There was a 98% removal for SS and 98% removal for CBOD. There were no violations during the month of February.

On Monday the 24th Ms. Juergen at 230 Longview Drive reported a sink hole close to the roadway of her property. Further inspection indicate that a major infiltration point was responsible for the sink hole. The adjacent property 228 Longview Dr. also showed infiltration on its lateral. That property is in foreclosure and is owned by a bank in Florida. Discussion was held to decide how to proceed with this issue since no one lives in the house and the issue needs to be fixed. The repairs

would need to be done by an outside source since the pipe is next to a gas main and a water main. The possibility of capping the line temporarily was also discussed. Mr. Herdt suggested asking for Mr. Gillenwater's opinion as to what liability will fall on the district if we were to do the repairs.

On Thursday the 27th, Bramer Construction preformed a repair to the lateral at 43 Wildwood Drive.

OPCD personnel have videoed the sewer line and the lateral at 703 Allison Lane in response to questions regarding the dip in the road at that address. There was no indication of damage to the main line or the lateral; therefore, continual settling of the soil in that location may be reason for this issue.

Inspection of the check valves at Pebble Creek Lift Station found damage to both of the valves. Replacement parts were ordered from Ferguson Enterprises Waterworks and the repair work will be carried out by OPCD personnel.

Mr. Nickell contacted the plant on Tuesday the 4th, regarding the size of the sewer that he will be attaching to. The deadline for this project is March 27, 2014.

On Thursday the 27th, Bailey Safety conducted Fit Testing of the respirators for all personnel involved in the mixing of DE or handling of other chemicals as needed for processing.

On Friday the 7th, Bailey safety conducted respirator training as a follow up to the fit testing that was conducted on the 27th.

Mr. Milburn requested the Storm Water Report. Mr. Wallace and Mr. Thompson attended a 14 Mile Creek Watershed Meeting in New Washington on 2-27-14. It was discussed whether OPCD should assisting with the E. Coli testing for this watershed project. The Board agreed that the District should not pay for the testing supplies.

Mr. Wallace and Mr. Thompson attended a Stormwater Advisory Committee Meeting (SWAC) on 2-27-14. Discussion was held regarding upcoming stormwater rulemaking by the EPA, stormwater awareness week in June.

Mr. Wallace submitted the required notice to the IDEM MS4 Coordinator regarding his departure. This letter was signed by Mr. Milburn on 2-27-14.

Mr. Wallace and Mr. Thompson completed the Spring Stream Visual Assessment Protocol (SVAP) on 3-7-14.

On 2-24 and 2-25-14, Mr. Wallace and Mr. Thompson conducted a repair at 1107 Capitol Hills Dr.

On 2-28-14, Mr. Thompson assisted the property owner at 924 Pennsylvania Avenue with an issue due to construction we completed during the winter and the dirt settled.

On 3-6-14 Mr. Thompson completed maintenance on the excavator, replacing the auxiliary hydraulic fittings.

The Walford Manor Construction is on hold. Plans are underway to locate utilities in conflict.

Mr. Wallace and Mr. Thompson met with Mr. Matt Bell on 2-28-14 regarding the next phase of drainage projects in conjunction with the City in old Oak Park. Mr. Bell will also be following up with regards to the Throckmorton Park area.

Mr. Wallace was contacted by Mr. Andy Crouch with the City on 3-7-14 regarding the accident that occurred around Halloween in Aberdeen Place (pedestrian falls into open catch basin). The pedestrian's insurance company has contacted the City. Mr. Thompson will be providing documentation to them to assist.

215 Catalpa: Mr. Wallace spoke with the property owner on 2-28-14 regarding flooding at the street. It was referred to the City.

Overtime worked in the Stormwater Department: 1.75 hours during the week of 2-24-14 for an after-hours meeting and various coordination with Mr. Wallace.

Due to the agreement of Mr. Thompson being the Interim Superintendent for the Stormwater Department, Mr. Milburn moved to compensate Mr. Thompson \$125.00 additional pay per week for the added duties he will perform until a full time superintendent is hired. This amount was figured on the \$47,000.00 base salary for that position. Motion carried 3-0. Mr. Thompson will work with and inform Mr. Ingram two days in advance when personnel is needed in the stormwater department. Currently, there is a list of 14 yard repairs that need to be completed.

Mr. Milburn requested the Secretary/Treasurer's Report. Mrs. Burton worked on advertisement for the Superintendent of Stormwater Department position.

Accounts have been reconciled in the new system and there are adjustments being made to ensure future ease with the process.

Financial Reports were given out to provide the current status of all financial accounts.

A job description for the Superintendent of Stormwater Department has been emailed to various organizations for advertisement. Mrs. Burton will present any resumes received to the Board. So far, Mr. Thompson's is the only resume received.

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

Mr. Milburn requested any new business. Mr. Johnson reported that his email attachments are not working on his phone. Mrs. Burton will discuss the issue with Absolute Networking and will have his emails forwarded to the att email address.

Mr. Ingram asked if the stormwater department should be doing e-coli testing for other watersheds. Mr. Thompson explained that OPCD has been in a partnership with the Clark County Soil and Water for many years and have done the testing in the past and in return, Oak Park has used the enviroscape model at the school as a demonstration. The board agreed that CCSWD should be paying for the testing supplies.

Mr. Milburn asked if a resolution was needed for Mr. Thompson have access to the Traverse as a part of his interim position. Mrs. Burton will look in to the history of vehicles for how this has been done in the past.


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

Respectfully Submitted,

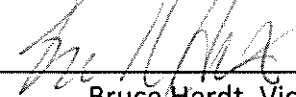


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

We, the undersigned, have examined the minutes of the Regular Board Meeting held on March 12, 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