

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

April 16, 2014  
6:00pm

The April 9, 2014 Regular Board Meeting for the Oak Park Conservancy District was moved to April 16, 2014 at 6:00pm and 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  
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 March 25, 2014 were approved as submitted by a 3-0 vote.

***Mr. Matt Bell and Mr. Joe Eigel were present as guests to discuss various drainage projects with the Board.*** Matt Bell with the City of Jeffersonville and Joe Eigel with Eigel and Associates came to discuss several upcoming projects that involved both the City and OPCD. The Lancassange Creek Study contract was awarded to Eigel and Associates by the City of Jeff. Mr. Bell asked the Board to share the costs of the study equally, \$29,490 from both parties, totaling \$58,980. The board wanted more time to discuss this before bringing it to a vote. Mr. Bell then moved on to discuss Throckmorton Park. The City is willing to provide labor and equipment to complete the project if OPCD pays for the materials and the directional bore required to run the force main to Riverside Ditch. Mr. Bell stated that he would take the information to the Parks Dept. Board and discuss it with them. Lastly, Mr. Bell mentioned that the property owner at 6 Islandview Drive approached him about purchasing an easement on one of his parcels to install drainage infrastructure from the intersection of Islandiew and Six Mile Lane over the hill to the river. This infrastructure could also be used for future drainage improvements in the subdivision. The board is not interested in purchasing easements on this property at this time.

***Ms. Valerie Reeves with Preferred Benefits, LLC was present to discuss the Health Insurance options for OPCD employees.*** After reviewing the policy options, the Board chose to go with a Humana Plan that had lower premiums than the current policy. Mrs. Burton will be working with Ms. Reeves to get the necessary paperwork completed.

One of the cost saving options included increasing the employee paid portion from 5% to 10% with an increase of contributions to the HSA accounts.

***Mr. Milburn requested old business.*** Mr. Ingram presented the overtime report to the Board as per their request.

The Deadline for the Stormwater Superintendent position will be April 23, 2014. Mrs. Burton will be preparing to set an executive session for the Board to look over the resumes that have been submitted.

Mr. Thompson presented Resolution 2014-02 which approves the change of ownership from Sellersburg Water to the OPCD of the land known as the Riverside Ponds. Mr. Herdt moved to accept *Resolution 2014-02* as submitted. Motion carried 3-0. The attorney for Sellersburg Water will be writing up a quit claim deed.

**Mr. Milburn requested the Wastewater Treatment Report.** The Wastewater Treatment Report for the month of March was completed and has been signed by Mr. Herdt for submittal. There was a 99% removal for SS and 98% removal for CBOD. There were no violations during the month of March.

Ms. Curtis will be conducting the annual DMQRA testing over the next few weeks. This is our quality assurance test for the lab processes used here at the plant.

The new aluminum guard rails have been installed at clarifiers #1 and #2. The installation was performed by OPCD personnel. One of the welds came loose and was repaired by A&C Sheet Metal.

On Monday the 24<sup>th</sup>, Mr. Ingram subcontracted the construction of the containment wall for the Sodium Metabisulfite in the chemical building. The work was completed on the same day. The interior of the containment area will be coated with the same epoxy coating that was used in the bleach storage area.

On Friday the 4<sup>th</sup>, surged collection lines due to 3.53" of rain added to saturated ground resulted in 4 SSO's that were reported to IDEM. Notice of Violation letters were sent to all four homeowners.

On Wednesday the 9<sup>th</sup>, Delta Services pulled the #2 pump at Lancassange Lift Station due to a seal failure. After speaking with the service tech from Delta the required repairs to the pump may be equal to the #3 pump that had just been repaired. The pump was sent to Spencer Machine and Tool.

Mr. Nickell at 33 Carlotia Dr. has failed to comply with the signed agreement that was made with the board of directors on January 29, 2014 allowing the attachment of his home to our sanitary collection system. An e-mail was sent to Mr. Nickell on Friday March 28<sup>th</sup>, after close of business informing him of the breach of agreement. A letter certified was on Monday the 31<sup>st</sup>, to his home. Also Mr. Ashack will be sent notification that 33 Carlotia will need to be provided with sewer service.

On Friday March 28<sup>th</sup>, Mr. Ingram spoke with Kevin Rogers, the property owner at 204 Pawnee Drive regarding the possibility of Jeffersonville providing them with sewer service. Mr. Ingram told Mr. Rogers that it had been discussed at a previous board meeting and that as his property has been annexed into the Oak Park District all fees related to being deannexed would be at his expense. Research by Ms. Burton indicates the property in question has not been annexed into the Oak Park Conservancy District. The Board agreed that a letter should be sent to this property owner stating that he may tap on to the City sewers if he wishes, but all expenses will be his responsibility to disconnect from the OPCD service lines.

On Tuesday April 1<sup>st</sup>, Mr. Barton submitted his two week notice of resignation which would have his last day of employment being April 15<sup>th</sup>. On Monday April 7<sup>th</sup>, Mr. Barton abruptly quit his position due to the refusal of allowing the use of unscheduled vacation days during the two week period.

After completing our first year of service with Bailey Safety and evaluating our needs and requirements for trainings Ms. Curtis and Mr. Ingram have decided to reduce the contract hours

from 6 hours per month to 4 hours per month. Ms. Bailey will be working up a new contract that reflects these changes.

**Mr. Milburn requested the Storm Water Report.** a. On 3-27-14 Mr. Thompson conducted the monthly Pollution Prevention site inspection at the plant. Mr. Ingram was unavailable to take part in the inspection but a copy has been provided to him.

On 4-1-14 Mr. Thompson received a Notice of Sufficiency (NOS) letter from Reggie Korthals with IDEM. This is an approval letter in regards to our permit renewal submitted in October 2013.

On 4-11-14 Mr. Thompson partnered with Clark County Solid Waste on educational presentations to three classes at Riverside Elementary.

Mr. Thompson has been invited to an event at the school on 4-17-14 to be recognized as a volunteer. Mr. Thompson plans to attend this as a representative of OPCD.

Mr. Thompson has had continued communication with other members of the Clark/Floyd Green Infrastructure Alliance in the planning of the 4-H Fair Rain Barrel Contest and an upcoming Raingarden Workshop that we have planned for June.

On 3-26-14 Cristiani Excavating completed repairs from a fall 2013 project at 924 Pennsylvania by resetting a headwall and reconstructing a sidewalk. Finish grading and yard restoration was completed for this site and the Fields of Lancassange Section 1 pipe replacement project on 3-27-14. An excessive amount of settling was found on the pipe replacement project during an inspection on 4-8-14. Cristiani was notified immediately and will be addressing this issue.

On 3-27-14, Mr. Thompson performed field inspections of critical areas in the district due to the rain expected in days ahead. He followed up with routine inspections of these critical areas and recent construction sites on 3-28-14 after the rain had passed.

On 4-7 and 4-8-14, inspections of critical areas and recent construction sites were inspected, along with several complaints that had been received after the recent rain events.

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

With the recent rain events, several issues and complaints have been referred back and forth between Mr. Thompson and Mr. Bell.

A complaint was passed on to me from Matt Bell with City on 3-21-14 regarding trash and debris in Lancassange Creek behind the Hidden Creek Apartments. Mr. Thompson inspected the site on 3-25-14. Trash amounts were excessive and Mr. Thompson suggested to the leasing manager that the complex have a clean-up event. There were also limbs and debris staged near the creek from a past City drainage project. Mr. Thompson notified Mr. Bell regarding this issue.

The homeowner's family at 501 Creek Road was concerned about standing water in the ditch. Mr. Thompson explained to them the jurisdictional boundaries in regards to drainage that are set by the Inter-local Agreement with the City. Mr. Bell with the City has put this area on their schedule.

Mr. Thompson inspected the site at 905 Assembly Road on 4-7-14 in response to a complaint forwarded to me by the City. Several adjacent properties had water standing in their back yards. A pipe inlet at 913 Assembly was found to be completely blocked by trash and debris. The blockage was cleared on 4-9-14 and the trash was hauled off. This inlet has been added to the list of critical areas to inspect before/after rain events.

Mr. Thompson met with the homeowner of 1009 Assembly Road and Mr. Dennis Julius with Walnut Ridge on 4-10-14 to discuss making drainage improvements on their personal property. The homeowner intends on directing the downspouts away from their house and towards the drainage ditch in the rear easement.

**Mr. Milburn requested the Secretary/Treasurer's Report.** Mrs. Burton has spoken with Mr. Gillenwater regarding the proposed increase in director pay. In his opinion, the Board should advertise the proposed amendment and hold an open hearing. This will be set up for the meeting scheduled for May 21, 2014. Mr. Gillenwater will handle the advertisement.

Resolution 2014-04 was presented for Board Approval. This resolution adds the proposed vehicle take-home policy to the Employee Policy. Mr. Johnson moved to accept the resolution as submitted. Motion carried with a 3-0 vote.

Mrs. Burton has recently made some changes to the ATT service for the alarm lines. These changes lowered the monthly bill from \$399.68 per month to \$227.60 per month. This change will give the District an annual savings of \$2000.00.

Mr. Milburn had asked that a Resolution be drafted to allow employees to be paid for vacation days not used upon separation of employment for any reason. It is felt that this is a benefit that is earned by the employees and should not be taken away from them when they choose to leave their position. Discussion was held and no action was taken.

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

**Mr. Milburn requested any new business.** Mr. Johnson moved that Mr. Milburn get paid for an extra meeting for signing check on 4/9/14 and that Mr. Herdt be paid an extra meeting for signing the MRO report; motion carried 3-0.

Mr. Milburn will be going out of town on May 7, 2014. The meeting scheduled for that day has been changed to May 6, 2014.

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

Respectfully Submitted,

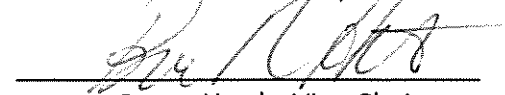


Amy Burton,  
Secretary of the Board,  
Oak Park Conservancy District

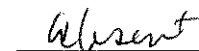
We, the undersigned, have examined the minutes of the Regular Board Meeting held on April 16, 2014 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Charlie Milburn, Chairman



Bruce Herdt, Vice Chairman



Marshall Johnson, Board Member