

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

June 4, 2014
6:00pm

The June 4, 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
Jay Thompson – Superintendent of Stormwater Operations
Keith Ingram – Superintendent of Wastewater and Operations
Amy Burton – Secretary / Financial Clerk

The minutes for the regular meeting held on May 21, 2014 were approved as submitted by a 3-0 vote.

Mr. Milburn requested old business. The Directors were paid up to the last meeting on this payroll at the rate of \$50 per meeting. The next payout, at the end of the year, will reflect the newly adopted rate of \$100 per regular meeting and \$50 per additional meetings.

The Quit Claim Deed has been received from Sellersburg Water. Mr. Thompson has contacted Diversified Insurance to add this property onto our policy. Mr. Thompson will be sending out a letter to all neighbors informing them of Oak Park now owning the property.

Mr. Milburn requested the Wastewater Treatment Report. On Friday the 25th, Mr. Ingram spoke with Marion Shepard, City of Jeffersonville, regarding Mr. Taylor's property at 3707 Utica Pike. Mr. Taylor is to be instructed to have requested to attach to the OPCD collection system by June 4th, and to be attached to our system within 90 days or he will be forced to attach to the Jeffersonville Collection System.

On May 29th and the 30th, Mr. Ingram attended an OSHA 10 training class at Bailey Safety in Louisville.

On May 22nd, the old muffin monster was returned to JWC to activate the warranty for the unit.

On May 28th, OPCD personnel rotated the wear bushing on the drive side of the #3 floating aerator.

Several infiltration points have been found on Forest Drive between Oak Park Blvd. and Woodland Drive. OPCD personnel will be videoing that area to determine the cause of the infiltration.

On Tuesday the 27th, Mr. Ayres was offered the open laborer position in the wastewater department, which he accepted and was able to start work on the 28th. Mr. Ayres has been informed that the position is contingent upon his insurability as a vehicle operator.

On Wednesday the 28th, Bailey Safety conducted a procedure audit of the manhole inspection process.

Mr. Milburn requested the Storm Water Report. On 5-22-14 Mr. Thompson attended a quarterly SWAC meeting at the City of Jeffersonville. The upcoming Good Housekeeping & Municipal Operations (IDEM MCM 6) Audit and Stormwater Awareness Week were among topics discussed.

On 5-22-14 Mrs. Amy Burton and Mr. Thompson worked with the Riverside Elementary Environmental Club on a storm drain marking activity on the school's grounds. The City of Jeffersonville also participated in this event. Oak Park Stormwater was featured in Greater Clark County Schools weekly issue of the "Parent Connect" newsletter on 5-30-14 for this activity.

On 5-23-14 the final draft of the newsletter was sent to Staples. Distribution is planned for the first week of June.

On 5-30-14 Mr. Thompson completed the monthly Good Housekeeping/ Pollution Prevention Inspection for the plant. Mr. Richey joined me during this inspection. A copy of this was provided to Mr. Ingram.

Mr. Thompson conducted field inspections of critical areas and recent complaints on 5-22-14 and 5-29-14.

Mr. Thompson is moving forward with the coordination of tree removal and fence relocation with the resident at 2915 Browning Place. Mr. Thompson will be sending out notification letters to the residents that this project will affect.

The City is willing to do grade work in the field of the Throckmorton Park to promote better drainage. OPCD plans on making improvements at the outfall in Riverside ditch.

Repairs are still planned on the Fields of Lancassange ditch. Work is on hold until ground dries up more.

A few residents have called in recently suggesting that minor touch up is needed at some sites that had construction completed in the beginning of 2014. These sites will be added to the list of repairs.

On 5-21-14 Mr. Thompson spoke with the resident at 1003 Flagstone Drive regarding water backing up in his back yard. A privacy fence across the rear drainage easement is impeding the flow of water. Mr. Thompson explained the issue to him and advised him what to do if he wanted to make improvements.

On 5-29-14 Mr. Thompson spoke with the resident at 803 River Oaks Drive regarding standing water in their rear easement. Grading and brush removal can be done by OPCD staff to make improvements. This has been put on the list of repairs.

On 5-29-14 Mr. Thompson prepared the job description for the stormwater technician-laborer position.

On 5-29-14 Mr. Thompson contacted Ms. Reggie Korthals with IDEM notifying her of my promotion to Superintendent. Mr. Milburn signed the letter of notification.

Mr. Estep met Mr. Thompson and Mr. Bell with the city. The dry well on Mr. Estep's property will be dye tested.

Mr. Milburn requested the Secretary/Treasurer's Report. Mrs. Burton has spoken with Mr. Gillenwater, it is legal to hire or not hire for any reason as long as it is not discriminatory (age, sex, religion, etc.)

Mrs. Burton also discussed questions on Mr. Roger's billing. Mr. Gillenwater said it would be best to send him a letter explaining he is responsible for reimbursing OPCD for the expense and he will not be relieved from the tax roll until it is paid.

Mrs. Burton has been updating the website and also working on stormwater newsletter. Mrs. Burton also assisted Mr. Thompson with stormwater marking at Riverside Elementary.

Mrs. Burton has completed a survey for Anthem.

Mrs. Burton is waiting on word back from Leann at Your Community Bank regarding the credit card renewal and also the signature cards for all accounts to take off Mr. Wallace and to add Mr. Thompson. In order to close the line of credit, Resolution 2014-05 will need to be approved since Mr. Lee was the original director that signed the agreement. Mr. Herdt moved to approve Resolution 2014-05 as submitted. Motion carried 3-0.

Mrs. Gilkey was present on 5/30 to renew employee AFLAC benefits. These benefits are paid in full by the employee.

A motion to approve Mr. Thompson as purchasing agent was made by Mr. Herdt, motion carried 3-0.

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

Mr. Milburn requested any new business. A hole was discovered near Wildwood Road and Forest Drive. Dye testing indicated that there was some infiltration most likely from the joints of the pipe, but no damage to the line was indicated. Mr. Ingram has contacted Layne Inliner to CIPP these lines. This area was on the rehabilitation list for later on, but will be performed sooner as planned. Mr. Ingram is currently waiting on quotes for this job.

A loan from CIF to Sewer was processed in the amount of \$49,174.98. This loan is to cover day to day operations and will be paid back upon receipt of the tax funds.

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 June 4, 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