

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

July 30, 2014
6:00pm

The July 30, 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
Amy Burton – Secretary / Financial Clerk

The minutes for the regular meeting held on July 16, 2014 were approved as submitted by a 3-0 vote.

Mr. Milburn requested old business. The City of Jeffersonville stormwater department blew out the line found near Throckmorton Park and will be grading the park in the future. OPCD will be moving ahead on the installation of headwalls.

Mr. Eigel proposed an estimated cost for Phase II of the Riverside Ditch repairs at \$225,000.00. Mr. Ingram will be contacting Mr. Eigel to see if this project can be broken up over three years.

The Throckmorton Park project is still ongoing. It is anticipated that the project will begin in two weeks and should be completed in approximately a month.

Mr. Milburn requested the Wastewater Treatment Report. On Monday the 21st, Mr. Ingram received a records request from VanNorman Investigations, Inc. for information of the installation of water and sewer mains from 1971 to 1977. Mr. Ingram also spoke with Mr. VanNorman regarding the nature of his request on the 21st. Under advisement of Mr. Gillenwater, the minutes were copied onto cd and sent to Mr. VanNorman for their review.

On Friday the 25th, Mr. Ingram received the results of the DMR-QA Proficiency Test. Ms. Curtis once again received acceptable results for all tests. Which is the best that can be achieved, therefore it was recommended that Ms. Curtis receive a performance bonus in the amount of \$250.00. Motion was made by Mr. Herdt, motion carried 3-0.

On Monday the 14th, notice was received that the scheduled CIPP work would begin the week of August 4th by Layne Inliner.

The pump for Lancassange Station was returned on Tuesday the 22nd, and is scheduled to be reset on Monday the 28th.

Residents along Riverside Ditch have expressed their pleasure with the ongoing maintenance work that is currently being done. Suggestions were made to possibly put up no dumping signs or

sending letters to homeowner's in the area to ensure the easement remains clear. City code enforcement may be used if problems arise.

Ms. Adkins has begun working maintenance items independently and with members of the labor force in the district.

On Thursday the 14th, Mr. Ingram and Ms. Adkins met with Mr. Huckaby in regards to the OPCD MS4 and Rule 13 Permit.

On Tuesday the 15th, Ms. Adkins and Mr. Ingram attended the IDEM MS4 audit meeting in Clarksville. Ms. Adkins will be working on maintenance and record keeping, creating inspection sheets for stations and the three pond area.

On Wednesday the 16th, Mr. Ingram reported a downed power line in the Riverside Ditch to Duke Energy. OPCD personnel mowing the ditch informed Mr. Ingram of the issue. Maintenance in that area will remain on hold until the conditions are once again considered safe. The location will have no impact on the Throckmorton Park drain pipe repair. The issue was corrected during the week of the 21st.

On Thursday the 17th, information regarding roadside drainage issues were forwarded to Mr. Bell. The locations are at 3304 Rio Vista (sink hole) and 3614 Blueberry Way (storm drain grate). Mr. Bell informed Mr. Ingram that there were two location on Blueberry that were in need of repair and that the city would be moving quickly to repair the locations.

On Friday the 18th, there was a call from the resident at 927 Capitol Hills about a clogged storm drain in front of his home. The storm drains on both sides of the street and pipeline between 924/926 were not labeled on the GIS maps. Matt Bell was notified on Monday after Ms. Adkins inspected both rear properties for outlets. The VAC trucks cleared out the drains and pipeline under the street on Tuesday. The pipeline toward Senate is blocked/damaged. We will be inspecting that pipeline further, gathering elevation, and determine the necessary steps to get it repaired and flowing again, as well as adding the infrastructure to our GIS maps.

The following maintenance on the stormwater infrastructure; Weed and small tree removal on Presley/Savannah Nicole ditch, mowed Assembly/Senate ditch, extensive brush mowing and debris clean-up in Riverside ditch.

Ms. Adkins made a list of the addresses/locations of all the outfalls in the district and started conducting visual assessments on them.

Ms. Adkins and Mr. Ingram met with Joe Eigel on Wednesday the 23rd regarding Phase II of Riverside Ditch. Mr. Eigel is sending us a current expense report for the year as well as a CAD visual and breakdown of what has happened so far.

Repairs have been underway on Fields of Lancassange ditch erosion. The job is going slower than anticipated due to limited space for equipment.

On Friday the 25th, Ms. Adkins and Mr. Swinney put up No Trespassing and No Dumping signs near the entrance to Riverside Ponds.

There eventually needs to be a thorough inspection of catch basins and outfalls in Old Oak Park particularly off Capitol Hills and adjacent streets. We will make sure our maps are up to date and check for clogged basins/pipes.

Mr. Ingram reported that Mr. Meyer had contacted the OPCD office to inform us that he would no longer be available to maintain the outfalls due to his increase in workload.

Mr. Milburn requested the Secretary/Treasurer's Report. Discussion was held on the 2015 Budget. The total budget will remain the same as it has the past several years. Line item breakdowns were not set during this meeting.

New signature cards for all accounts with Your Community Bank, were available for each director, superintendent, and Financial Clerk to sign.

The new credit card limits through Your Community Bank have been adjusted so that Mr. Ingram has a \$10,000.00 limit (which is company-wide).

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

Mr. Milburn requested any new business. Mr. Ingram suggested to move forward with increasing the labor force due to the increase in maintenance demands, and the uncertainty of a current employee. The new employee should be trained to assist in both departments. The Board agreed that Mr. Ingram should move forward in finding a new employee at this time.

Mr. Ingram asked the Board to consider a realignment for the future of Oak Park by having one person overseeing both departments and having one division head for each department that would oversee daily operations for the respected department. After discussion, the Board agreed that more research would need to be done before this could happen.

Mr. Milburn wanted to clarify about the lunch that happened a few weeks ago. Mr. Milburn had ran into Mr. Thompson and Ms. Adkins in the District and they were getting ready to eat lunch and happened to invite Mr. Milburn along. It was not a planned lunch and was not paid for with District funds.

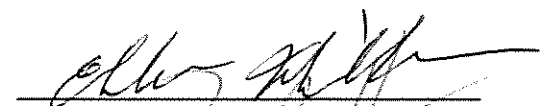
Since no other business was to come before the Board at this time, Mr. Milburn adjourned the meeting.

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 July 30, 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