

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

October 7, 2015  
6:00pm

The October 7, 2015 Board Meeting for the Oak Park Conservancy District was called to order by the Chairman of the Board of Directors, Marshall Johnson, with the following persons present:

Marshall Johnson – Chairman  
Bruce Herdt – Vice Chairman  
Charlie Milburn - Board Member  
Keith Ingram - Superintendent  
Michael Gillenwater- Attorney  
Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on September 23, 2015 were approved by motion with a 3-0 vote, and were signed as submitted.

The meeting was open to public comment regarding recent certified letters that went to property owners that were supposed to be taxed for OPCD services but were somehow left off the tax roll at the court house. It was explained that if the tax were switched to usage billing, the cost for everyone in the district would face an increased billing due to the necessity to hire more employees to handle the billing process. Property owners felt it was unfair to impose a 3% interest on payments that were not paid in full within 90 days. The Board invited the property owners back to the next meeting to present their proposal for what they feel is a fair amount of time to pay without penalty.

One owner stated that he is a veteran and is exempt from paying taxes. Mr. Gillenwater stated that these charges, even though they are billed on the property tax bill, are not considered a regular tax, rather they are considered payment for services, a special benefits fee. Mr. Gillenwater will research this issue further.

**Mr. Johnson requested old business.** All old business items were discussed in the department reports.

**Mr. Johnson requested the Wastewater Treatment and Stormwater Reports.** On October 2, 2015, Mr. Ingram conducted interviews with 2 applicants for the wastewater technician position. Both were called back for a second interview, one did not show up. No position has been offered at this time.

On September 28, 2015, a Purchase Order was submitted for the new Bobcat. Currently there is a 4 week wait on delivery.

Clarifier #1 was emptied during the week of September 21, 2015 for maintenance and painting. It was brought back online later in the week.

Ford Hall conducted the annual maintenance on the brush system of the clarifiers. The service technician recommended an upgrade to that equipment due to improvements to the design.

Mr. Ingram had the door on the control room replaced due to rusting of the door and hardware.

Phosphorus samples were collected through the sanitary system to determine if any one area was contributing to the elevated phosphorus levels of the incoming wastewater. The test results indicated that the district as a whole has had an increase in the level of phosphorus present in the system. To ensure the test results that are being recorded by our lab are accurate, a split sample was taken to Beckmar Lab for result comparison.

On September 28, 2015, Mr. Ingram submitted a SSO report to IDEM for an incident that occurred on the 27<sup>th</sup>. The resident at 917 Senate reported sewage coming out of a manhole on his property. OPCD personnel cleared a blockage in the sewer line that was made up of grease rags and roots. There was no damage to personal property during this event.

Fire extinguisher training was provided for all personnel by Baily Safety. The training was conducted by Jeffersonville Fire Department.

On September 30, 2015, Mr. Ingram renewed the service and maintenance agreement for the GIS program through ESRI.

Mr. Ingram has begun reviewing material for the required annual stormwater report that will be submitted to IDEM for 2015. The report is to be submitted by the January 15, 2016 deadline.

OPCD personnel have been mowing and cutting brush as needed throughout the district. More aggressive brush removal will begin as the foliage thins out.

The residents at 3509 and 3511 Middle Road visited the office on October 2<sup>nd</sup> to discuss drainage issues that they encountered on July 12<sup>th</sup>. They had both previously met with representatives from the City of Jeffersonville and were informed that they are willing to work with Oak Park to resolve their concerns.

**Mr. Johnson requested the Secretary/Treasurer's Report.** As discussed earlier, the letters were sent to property owners that owe for services that were not billed properly. Mrs. Burton will be meeting with the Auditor to ensure the properties are added to the tax roll.

All of the 2016 required budget documents have been entered into the Gateway System by Mrs. Burton. Mrs. Burton requested additional compensation for preparing the budget since everything was handled in the office without the help of Mr. Cummins and GFC. Mr. Herdt suggested to wait until it is verified that everything was submitted properly.

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

**Mr. Johnson requested any new business.**

Since no other business was to come before the Board at this time, Mr. Johnson 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 October 7, 2015 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.



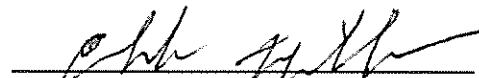
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Marshall Johnson, Chairman



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Bruce Herdt, Vice Chairman



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Charlie Milburn, Board Member