

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

February 25, 2015
6:00pm

The February 25, 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 of Wastewater and Operations
Christina Adkins – Stormwater Technician
Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on February 11, 2015 were approved by a 2-0 motion and were signed as submitted.

Mr. Johnson requested old business. Capitol Hills/Senate Ditch project- Kevin Alshouse, representative with Renaissance Design Build was present to discuss the Engineer's estimate for this project. The next step is to have pot hole testing done to locate utility lines. The need for moving utilities will have an effect on the cost of the project. Mr. Alshouse will be submitting a quote on the pot hole testing.

Mr. Czape was present to discuss the fence in the easement along Reba Jackson. The property did have a permit from the City of Jeffersonville; however, the City did not require a diagram of the project and did not mention the fence being in the easement upon completion of the project. After discussion, the Board decided that Mr. Ingram would send a letter to all property owners in this area reminding them that the District has the authority to move the fences at our discretion of the District at the owner's expense. The Board and Mr. Czape asked for a draft of the letter prior to it being sent. The City's stand is that since this is inside the District boundaries, the City is not responsible for enforcing the codes.

Mr. Ingram has been working with Stantec on the phosphorus removal project.

Mr. Ingram researched the minutes from 1987 to determine when the Middle Road School Condos were informed of their maintenance responsibilities. According to the minutes, Mr. Bizer had sent a letter to the owner of the Condos saying the owner would be responsible for maintaining the sanitary sewer lines. Mr. Herdt suggested more information may be found in resolution form. It was agreed by the Board that OPCD cannot fine along the Lancassange Creek since the City has jurisdiction over the creek. Mr. Ingram will be contacting Mr. Gillenwater regarding this issue.

Mr. Johnson requested the Wastewater Treatment Report. On February 19th Mr. Ingram attended the SWAC meeting in Sellersburg with Ms. Adkins.

On February 11th Mr. Ingram met with Mr. and Ms. Parks from American Pump regarding the quote for the replacement of the Grit System. This information will be taken under advisement until the Phosphorus Study has been completed in the event there is a recommendation to make changes to that part of our operation. The approximate cost to replace the system would be \$200,000.00.

Mr. Ingram also spoke with Mr. Liden at Biosystems who recommending using screens to see if it helps.

While inspecting debris in the Pam Paw ditch, Mr. Ingram has determined that erosion of the bank of Lancassange Creek and the stormwater ditch coming from Webster is rapidly approaching the trunk line that flows through that area. Mr. Ingram will be working with Stantec for permitting and design for the bank stabilization and drainage ditch repairs.

On Friday February 20th Mr. Ingram spoke with William Kaptain regarding the Middle Road School House plumbing issues. It appears that aged sanitary pipes are the cause of the offensive odors that are present within the complex.

Mr. Eric Smith has begun working weekends and has completed his 6th month of employment. Mr. Jeffrey Smith has also completed his 6th month of employment. Mr. Ingram recommended that both employees receive the designated wage increase of \$0.25 per hour to take effect this pay period. Mr. Milburn moved to increase wages for Mr. Eric Smith and Mr. Jeffrey Smith as recommended, motion carried 3-0.

On February 10th OPCD personnel participated in "Confined Space Training" that was provided by Bailey Safety. Mr. Perkins performed a safety audit of the plant after the training.

OPCD personnel have been advised to adapt their working practices during the extreme weather conditions to ensure their safety while continuing to fulfill the required duties.

On Friday the 13th it was found that debris in Pam Paw ditch may have resulted in the riprap being washed further down the ditch line and exposing the underlying erosion blanket. Soft soil conditions and resent snow has limited our ability to quickly resolve this issue. Cristiani will be performing repairs soon.

Mr. Ingram has made arrangements with Renaissance Design to provide a group training for the OPCD owned surveying equipment. The will be conducted once a week and last for four weeks. Mr. Ingram will establish a starting date once Renaissance has evaluated our equipment.

Mr. Johnson requested the Stormwater Report. Stantec sent results from the facility site review conducted on February 3rd. Some of the recommendations are already in place and Ms. Adkins will be adding some of the suggestions for the audit prep to the audit binder.

Ms. Adkins attended the LTAP Conference on Thursday February 12th. Topics discussed: Two-Stage Ditch and Hybrid Ditch design, Wetland and Stream Permitting, Indiana Streams and Floodplain Management.

Mr. Ingram and Ms. Adkins attended the SWAC meeting in Sellersburg on Thursday February 19th. Topics discussed: SWAC survey, LTAP, MS4 Annual Meeting in May, Audit Prep. Expect Reggie in the area to do audits around April/early May. Word out that EPA may be around this spring to do construction audits.

Mr. Jeffrey Smith and Ms. Adkins cut down small trees growing in FOL Ditch downstream of the check dam on February 10th and 11th. We will haul them out once the ground dries up.

Ms. Adkins let Mike Czape know about Jay's side of the story for the fence that was built at 504 Reba Jackson. Ms. Adkins has not received an email response from Mr. Czape regarding this issue.

Mr. Herdt mentioned that all OPCD personnel should be able to make sure contractors are doing the job they are supposed to do, and should correct them if anything wrong is noticed.

Mr. Johnson requested the Secretary/Treasurer's Report. Mrs. Burton has been working on the SDAR to be submitted to the State Board of Accounts through the Gateway Online System. After one final check, the report will be ready to submit and the affirmation sheet will be mailed as required, prior to March 2, 2015.

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

Mr. Johnson requested any new business. Mr. Ingram congratulated Mrs. Burton on her 13th year anniversary of being employed with Oak Park on February 25, 2015.

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 February 25, 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.



Marshall Johnson, Chairman


Bruce Herdt, Vice Chairman


Charlie Milburn, Board Member