



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
April 20, 2016
6:00pm

The April 20, 2016 Board Meeting for the Oak Park Conservancy District was called to order by the Chairman of the Board of Directors, Bruce Herdt, with the following persons present:

Bruce Herdt – Chairman
Wayne Storz– Vice Chairman
Marshall Johnson – Board Member
Keith Ingram – Superintendent
Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on April 6, 2016 were approved by motion with a 3-0 vote. The minutes were signed as submitted.

GUEST: Mrs. Juanita Howell, 1305 Dogwood Road was present to discuss the drainage issues in her front yard. She had also attended the Jeffersonville Drainage Board meeting the prior day. Mrs. Howell presented pictures of the flooding issues for the Board to review. Mr. Herdt explained that according to the Inter-local Agreement with the City, it would be the City's responsibility to fix the issues as they are within the road right-of-way, however; the Board has been trying to get the City to work with Oak Park to alleviate this problem but the City does not want to spend money in the Oak Park area. There is a solution being worked on, but it is not ready to present to the City at this time. Mrs. Howell will be informed on any updates to this issue.

Mr. Herdt requested old business. All old business was discussed in other areas of the meeting.

Mr. Herdt requested the Wastewater Treatment and Stormwater Reports.

Mr. Ingram has been working on a requested insurance cost comparisons for the renewal process this year. Information was provided and the new agent of record, Tracy Hardin was present to discuss the healthcare policy options. After discussion, the Board agreed to go with the proposed plan as it has better benefits than the current plan. Letters will be sent to the Retiree's that receive benefits from OPCD with business cards from Ms. Hardin offering her services.

Mrs. Burton explained that with the Vitality plan, if employees choose to engage in healthy choices, they can save the company 10%-20% on premiums. Mrs. Burton suggested that the employees that reach this status, should not have to pay their 5% of the premiums since they are saving the company more than what they would owe. Ms. Curtis is the only employee currently qualifying for this discount. No action was taken, but the Board said they may discuss this at a later date.

On April 8th Latco Construction replaced the damaged siding on the front of the office building.

On April 8th River City Controls performed the required annual calibration of the plant flow meters.

On April 4th OPCD personnel cleaned debris around the Lancassange Lift Station. Rip-Rap was added alongside of the steps at that location to reduce erosion.

On April 5th OPCD personnel replaced damaged t-posts and cleared plant growth from around the manhole behind the Main Source Bank on Allison Lane. T-posts were also replaced and plant growth was removed from around the effluent line manholes that cross the Watson Well Field.

On April 6th OPCD personnel added gravel to the driveways at Pebble Creek and Beechwood List Stations.

On April 8th OPCD personnel completed the installation of the new check valves at Beechwood Lift Station. A new air relief valve was also added to the forced main. OPCD personnel also replaced Rip-Rap that cover the sanitary trunk line located behind 404 Reba Jackson.

On April 14th Time Warner repaired the phone line for Beechwood Lift Station. It appears that the line was damaged during the previous storm event.

On April 14th the contractor working for Mr. Blankenkemper connected the forced main that will be coming from the Wathen Ridge III development to the OPCD sanitary gravity line just downstream of the manhole located at 615 Erin Drive. On April 15th the contractor completed the installation of the forced main as it was indicated on the plan drawings.

The taps for the homes will be attached as the properties are developed. This area will be added to the weekly check list.

LBM Construction has begun removing the pile of dirt as required in the Aberdeen Woods Development. Once requirements have been met, sewer taps will once again be available for purchase.

Ms. Curtis has started working on the DMRQA Testing for this year. The Board will be updated as tests results are evaluated and returned.

Mr. Ingram recommended a promotion for Nathan Swinney to Assistant Foreman due to his efforts in getting things done lately. Mr. Johnson moved to accept the promotion with a rate increase which will be specified in Mr. Swinney's personnel file and will take effect as of the current pay period, motion carried 3-0.

Mr. Ingram has been in contact with Riverside Elementary regarding the upcoming Earth Day activities. OPCD personnel will be aiding with the planting of additional trees in the rain garden area. The activities will be planned as soon as Ms. Stiller returns from personal leave.

On April 7th OPCD personnel completed the following items: The grass was mowed at the Riverside Ponds, brush and debris was cleared from the ditch across from 603 Triston Trail, debris was cleared from the grate at behind 3602 Pennsylvania Avenue (Dog Alley).

Erosion repairs were made to the rear of the property at 914 Sandstone Drive. Grass seed and straw were added to the repaired area on April 8th.

On April 13th OPCD personnel began clearing woody growth from the Fields of Lancassange Ditch. The collected debris was taken to Nugent for disposal.

On April 13th Mr. Ingram collected elevation readings at 3401 Blueberry Way to aid with a solution to the drainage issues in that area. As it has been difficult to get quotes from the contractors, personnel will move forward with projects that they are capable of handling.

On April 7th the resident at 151 Edgewood Lane contacted the office regarding rear easement drainage concerns. It was commented that she had expressed her concerns in the past and the issues are getting worse.

On April 15th the resident from 1805 Hunters Trace contacted the office regarding concerns that one of the neighbors may be installing a pool without a permit. Mr. Ingram will be looking into this matter and forwarding it to the Jeffersonville Code Enforcement if necessary.

On April 15th the resident at 4 Hawthorn Lane contacted the office with concerns that the resident across the street was stopping leaves from coming through the easement, Mr. Ingram will be looking into this matter.

Mr. Herdt requested the Secretary/Treasurer's Report. Payment has been received from GCCS in full for sewer service fees.

Payment has been received from the Car Wash along with a note from Mrs. Beeler that Chad Sprigler is the person purchasing the car wash on contract and should be sending the remainder of the past due payment.(\$1922.55). A letter will be sent to Mr. & Mrs. Beeler explaining that they are still considered owners regardless of contract until the tax bill is out of their name and therefore are responsible to ensure the remaining balance and monthly billings are paid in a timely manner.

The 2016 bank statements have been balanced by hand and by computer through March. Mr. Storz confirmed everything looked good at this time.

A check for \$28.56 was received and deposited in the sewer account. This check was a settlement from a Class Action Lawsuit from National Pen Company.

Sewer customer, Juantrass Hill, 423 Parker Place signed an agreement to pay the unbilled fees that were owed. The agreement signed on 1/18/2016 indicated that payments were to be received by the OPCD office by the 15th of each month. The last payment made was received on 1/25/2016. A note was sent via email that stated if payments were not received by 3/30/16, the remaining balance of \$2057.25 would be added to the tax bill for this property. No response has been received. The Board asked Mrs. Burton to send a letter to Ms. Hill explaining that the remaining amount due will be added to her property tax bill.

The advertisement for stormwater position was added to the IUS and Bellarmine college websites. An email was sent to Directors last week regarding the zip-recruiter website that shares the job openings on over 100 sites for \$161.85 per month with no limited months and can be cancelled at any time. The Board approved using zip-recruiter to advertise the job.

Mrs. Burton has been working with Mr. Storz on new financial reports that were given out during Board Meetings.

Mr. Ingram, Mr. Storz, Ms. Curtis, and Mrs. Burton met with Karen Kelleher, State Board of Accounts, to discuss various questions. The OPCD has not been audited since 2010, this is due to a lack of field workers in this area. They would be glad to audit if we take the information to them, or they will get to us eventually. Mr. Ingram asked about streamlining payables. Payroll can be paid completely out of the general fund to avoid

confusion, this change will be implemented at the beginning of next year so that budgets can be adjusted as needed. It is ideal for an entity to have only two banking accounts with separate coding for the general ledger/ budget accounts, but since Oak Park is so small compared to other entities, separate accounts are fine. Opposite entries in line item accounts are ok provided there is an accurate trail as to why the entry was made.

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

Mr. Herdt requested any new business. Mr. Storz asked if 14 Linden had paid for a tap-in permit, the tap was purchased on April 11th.

Mr. Storz asked about the status of 25 Linden drainage concerns, after several site inspections, it appears that the gate is not being used as a driveway. The site will continue to be monitored in the future.

Mr. Storz questioned the status of the phosphorus testing, it is still being researched on the best way to proceed. It's possible a new chemical building will need to be added for the liquid alum.

Mr. Storz asked if the new phone system had surge protection, the surge protection will be integrated into the lines and will have a battery back-up system.

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

Respectfully Submitted,



Amy Burton,

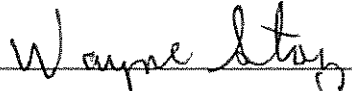
Secretary of the Board,

Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on April 20, 2016 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.



Bruce Herdt, Chairman



Wayne Storz, Vice Chairman

Marshall Johnson, Board Member