



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
June 29, 2016  
6:00pm

The June 29, 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 June 15, 2016 were approved by motion with a 3-0 vote. The minutes were signed as submitted.

**Mr. Herdt requested old business.** Chris Jackson with Cristiani has been in contact with Mr. Ingram regarding the Capitol Hills/Senate project. They are still willing to perform the job at the same rate as previously quoted.

Mr. Ingram has been in contact with a representative of Hach Company regarding the additional testing for phosphorus at the plant. Hach will also go over some of the other current lab tests to ensure adequacy.

**Mr. Herdt requested the Wastewater Treatment and Stormwater Reports.** On Monday the 20<sup>th</sup> a notice for unemployment insurance was received from the Indiana Department of Workforce Development. The form was fill out and returned on Tuesday the 21<sup>st</sup> along with documentation to support the termination of employment.

On Monday the 13<sup>th</sup> it was noticed that the gear box on the #3 floating aerator was leaking oil. The gearboxes were removed from both aerators so that repairs could be made to prevent additional oil from leaking into the basin.

On Wednesday the 15<sup>th</sup> OPCD personnel replaced the cooling unit for the Effluent sampler. I will have the old unit checked to see if it is repairable.

A new flow meter was ordered from USA Blue Book to replace the Influent meter that had been acting erratically.

On Thursday the 23<sup>rd</sup> Mr. Ingram walked the sanitary gravity line along Lancassange Creek to check for signs of infiltration or damage to the exposed manholes on that line. All looked to be in good condition.

On Monday the 13<sup>th</sup> the property owner at 306 Catalpa reported a loose manhole lid. The manhole is not in the roadway. Mr. Ingram followed up with the complaint and found the loose lid had not been seated properly but posed no risk of injury to the property owner. Mr. Ingram instructed Mr. Swinney to conduct a training to the outside personnel on the proper method to reseal that particular manhole lid.

On Friday the 24<sup>th</sup> Mr. Hupp received forklift training from Bailey Safety and has been approved to operate that piece of equipment.

Mr. Ingram has met with the Cherry Creek Townhomes regarding their drainage concerns with the property that backs up to Seilo Ridge. Mr. Ingram recommended some grading and piping changes that may help with the flooding issues that the property owners are experiencing.

On Wednesday the 15<sup>th</sup> the property owner at 1014 Assembly Dr. contacted the office with concerns over sink holes in the back yard. Mr. Ingram inspected the area found the location of their concerns was outside the easement and within the personal property.

Mr. Storz questioned if the work along Allison Lane would affect any of the Oak Park storm drainage in that area. Since existing storm pipe are just being replaced, it should not affect those that live in Oak Park.

***Mr. Herdt requested the Secretary/Treasurer's Report.*** Mr. Storz and Mrs. Burton worked on reviewing the Fields of Lancassange Special Assessment Tax. There are 183 lots in sections 2 and 3 that should be billed the assessment and 96 lots in section one that should not be billed. Sometime during 2015, section 1 was added to the Special Assessment Tax in error by the Courthouse. Mrs. Burton drafted a letter to the Auditor to correct the error, the letter was approved by the Board and sent.

There has been no response from the two property owners with liens.

Mrs. Burton will be attending the two day Quickbooks training in Louisville on July 18-19.

Budget workshops have been scheduled at the Courthouse for the DLGF. Mrs. Burton will be meeting with Ms. Stockhoff on July 20, 2016 at 9am. Mrs. Burton will be getting with Ms. Stockhoff prior to the workshop to verify if the figures submitted at the workshop were final or if changes can be made later in the budget process.

Two properties within district boundaries have not been paying for sanitary services due to a tax exempt status. Mrs. Burton will contact the water company to see if a history of water usage can be obtained. Letter will be prepared for the customers affected.

1217 Pebble Creek is not on the tax roll but is on the OPCD services. Research will be done to see how long this property has not been paying for the services. The Auditors office will also be notified to add this property to the tax roll.

Mr. Herdt inquired about how often system back-ups are made. The entire server is backed up on a weekly basis and is kept off the premises at the bank. Mr. Herdt suggested a copy be made annually of all financial records.

Mr. Storz made a motion to approve all submitted claims, motion carried 3-0.

***Mr. Herdt requested any new business.*** Mr. Ingram has interviewed a potential employee that could begin work on July 5, 2016. The Board agreed to offer Mr. Tyler Trich a position in the Sewer Department pending insurability, physical and screenings are all acceptable.


Nothing further has been heard from the car accident involving the manhole on Allison Lane.

Mr. Storz will be meeting with Mrs. Burton and Mr. Ingram to discuss the 2017 Budget figures.

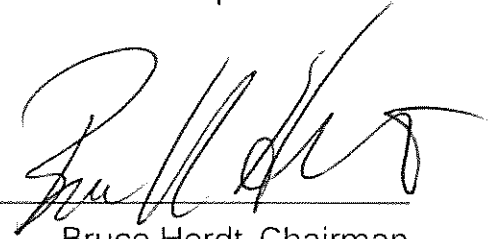
Mr. Ingram has ordered the equipment to provide Mr. Storz with wifi. Centrality will configure to ensure accuracy.

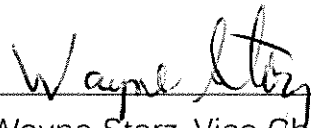
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.


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 June 29, 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