

Board of Directors
Regular Business Meeting
February 10, 2016
6:00pm

The February 10, 2016 Board Meeting for the Oak Park Conservancy District was called to order by the Vice Chairman of the Board of Directors, Wayne Storz, with the following persons present:

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

The minutes for the meeting held on January 27, 2016 were approved by motion with a 2-0 vote, and were signed as submitted with a few suggested revisions by Mr. Storz.

Bid for Capitol Hills/Senate Project

On Wednesday the 3rd, Mr. Allshouse with Renaissance Design Build conducted the onsite per bid meeting for the Capitol Hills Project. There were two companies in attendance, Excel Excavating Inc. and Allterrain Paving & Construction LLC.

Two guests were present for the meeting; Mr. Grimes, RDB and a representative of Excel Excavating. Bids for the Capitol Hills/Senate Avenue project were opened and read aloud. Only one bid was received within the project deadline: Excel Excavating submitted a bid of \$177,290.00. This bid will be taken under advisement pending Engineering review. The initial engineering estimate for the project was less than \$40,000.

Mr. Storz requested old business.

All old business was discussed in the departmental reports.

Mr. Storz requested the Wastewater Treatment and Stormwater Reports.

Mr. Ingram plans on attending the Alliance of Indiana Rural Water Spring Conference on March 16th & 17th in French Lick, Indiana.

PLANT OPERATIONS

Aspire Industries was called in to make the repairs to the #1 clarifier. Further inspection found that the torque limiter was inoperable and contributed to the level of damage to that piece of equipment. The repairs to the clarifier are expected to be completed by Wednesday the 10th. Upon completion the remaining clarifiers will be inspected and repaired as needed.

Mr. Ingram met with Mr. Shumate from Delta Services on Monday the 1st to discuss items on the Capitol Improvement List that would require licensed electricians performing the work. The unsafe condition of the controls for the skimming pit has moved the repairs to that piece of equipment to the front of the list for repairs and rehabilitation.

Mr. Ingram met with Mr. Campbell and Mr. Huckabee with Stantec and discussed the Phosphorus Removal Study. Mr. Campbell recommended that the plant be reevaluated to confirm the design size. The current design size of the plant is 1.23 MGD and Mr. Campbell believes that it is possible that based upon the actual documented readings that have been reported to IDEM the design size could be reduced without changing the classification of the plant. The Daily actual flow is approximately 1/3 of the designed size of the plant (.45 mgd). Mr. Ingram requested an estimate of that study which will cost \$9000. Mr. Storz recommended Mr. Ingram move forward on the study.

COLLECTION SYSTEM

Mr. Ingram is having the pine trees located at Beechwood Lift Station removed as they pose a risk to the lift station and surrounding properties. Due to the close proximity of the water main in that location, the stumps will not be ground out but they should be cut as close to the ground as possible.

CUSTOMER RELATIONS

The home at 216 Longview Drive had a backflow preventer installed on the lateral from that home. Mr. Ingram has relayed the approval of the Directors for Mr. Renn to connect a drainage line to the catch basin behind his property provided he has written consent from the homeowner at 215 Riverwood Drive to do work in her yard.

The property owner at 15 Forest Dr. reported a possible backup on Wednesday the 3rd. The collection lines were found to be clear and flowing. Further conversation with the home owner indicated that there were issues every time it rained. It was found that the sump pump at the home is connected to the sanitary lateral. The home owner was

informed that his home was in violation of our sanitary regulations and that the ground water needed to be discharge away from his home. A notice of violation will be sent to the homeowner regarding this matter.

SAFETY REPORT

Bailey Safety conducted a site audit on Tuesday the 26th. A few minor items were pointed out and have been corrected.

Storm-water Department

Phase II

The 2016 schedule for the SWAC meetings has been received. The meetings will be held quarterly.

Mr. Ingram is planning to attend the Annual MS4 Meeting once the date is set and made public.

Maintenance

The CIPP work to be done to the storm drain line located on Riverwood and Fairwood is scheduled to be performed in May. Layne Inliner will be providing this service.

District Projects

Mr. Gillenwater has reviewed the letter of notice that will be sent to the 32 property owners that will be directly affected by the project. Upon the recommendation of Mr. Gillenwater the letters will be sent return receipt. A list of current property owners has been obtained from property reports available from the 39DegNorth web site. Any special cases will be handled as deemed appropriate. Notices will be sent out following the decision of the board after the quotes are reviewed.

District Resident Concerns

On Tuesday the 2nd the resident at 1104 contacted the office about debris left behind their fence by the subcontractors that were removing trees for Duke Energy. Mr. Ingram instructed the resident to contact Duke Energy regarding their concerns. At this time the debris poses no threat to drainage in the area.

On Wednesday the 3rd the resident at 1210 Allison Lane contacted the office with concerns of standing water in the rear of the property. A swell at the property line appears to be the main contributing factor for the standing water. Mr. Ingram will be gathering grade information to determine the best solution for this issue.

Mr. Storz requested the Secretary/Treasurer's Report.

Form 1782 has been received from the DLGF. The form was submitted with no changes. This form confirms the tax rate for the 2016 budget.

New signature cards have been signed, additional information will be sent to the bank as requested.

2015 Bank Statements have been reconciled at this time.

Mrs. Burton will be working on the 2015 SDAR and the post employee benefits report through Gateway. Both are due before March 1, 2016.

The 100R report was submitted online through Gateway before the February 1, 2016 deadline. The Debt Affirmation Report has also been submitted on Gateway prior to the March 1, 2016 deadline.

Mrs. Burton received a voluntary survey from the US Department of Commerce in preparation of the 2017 Census.

Mr. Johnson moved to approve the claims as submitted. Motion carried 2-0.

Mr. Storz requested any new business.

Mr. Ingram presented a flier from Alliance of Indiana Rural Water offering customer insurance policies for the property's utility pipes. The Board agreed that a link may be added to the OPCD website to offer information to our customers.

Mr. Storz mentioned that since the budget has been approved, Mrs. Burton should receive the bonus discussed at previous meetings. The board decided to wait until all members are present to discuss an amount.

Mrs. Burton will be preparing a time line for additional appropriations for review at the next meeting. Various projects for each department that may be included in the appropriation were also discussed.

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

Respectfully Submitted,

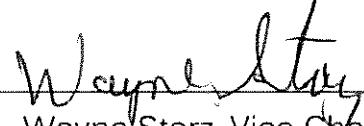


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

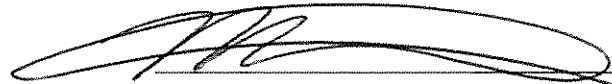
We the undersigned, have examined the minutes of the Regular Board Meeting held on February 10, 2016 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.

ABSENT

Bruce Herdt, Chairman



Wayne Storz, Vice Chairman



Marshall Johnson, Board Member