



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
February 8, 2017
6:00pm

The February 8, 2017 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
Marshall Johnson– Vice Chairman
Wayne Storz – Board Member
Keith Ingram – Superintendent
Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on January 25, 2017 were approved by motion with a 3-0 vote. The minutes were signed as submitted.

Mr. Herdt requested old business. Mr. Ingram had sent recommendations on rate increases to the Board Members for review. Mr. Ingram recommended that all hourly employees receive a \$0.35 increase for cost of living and once evaluations are complete, merit increases may be awarded. Mr. Storz moved to approve the cost of living increases to begin on the next pay day, motion carried 3-0.

Mr. Ingram is reviewing the employee policy and will hopefully have suggestions for the next meeting.

Mr. Ingram is awaiting a quote from Cristiani for the repair of 3 Islandview drainage issues.

Mr. Herdt requested the Wastewater and Stormwater Reports. On Monday the 30th Mr. Tim Buckman performed an inspection on the server. He will provide a report of his findings once he has completed his research.

Mr. Ingram has been working on and will be conducting employee evaluations next week.

Due to the corrosive nature of the Sodium Metabisulfite that was being used in the chemical building one of the metal doors required replacement. Locks that were affected by the chemical were also replaced. This chemical is no longer being used as it has been replaced with Sodium Thiosulfate which is less hazardous. Mr. Ingram is also researching the use of UV lights rather than Chlorine. Many other plants are beginning to use this method over the use of chemicals.

Evapar will be conducting bank testing on the generators at the plant on February 13th. Mr. Ingram has also requested a quote for a dedicated generator for the office.

Mr. Ingram contacted Centrality to have the phone system inspected and updated as needed. This was part of the original purchase agreement.

On Tuesday the 24th Mr. Ingram spoke with Stantec in regards to the Lancassange project and will be meeting with Blue Line Stream on February 7th to discuss the conditions of the contract and determine a start date for the project. This repair should begin soon.

On Wednesday the 25th the Clark County Health Department contacted the office regarding a possible SSO at 225 Riverwood. Upon inspection it was found that the resident at that location had removed the cap from a cleanout and allowed sewage from their lateral to flow onto the ground. Our lines were clear and not responsible for the backup. To try and clear the obstruction in the lateral, Mr. Ingram instructed OPCD personnel to try and clear the lateral with the sewer cleaner. That attempt did not work as the property is on a common lateral and the blockage was not at the intersecting point. The property owner was given a week to correct the issue by the Health Department. Mr. Ingram contacted the Jeffersonville Sewer Department about cleaning the debris that was on the sidewalk and a vacuum truck was sent to that location and cleaned the affected area.

On Thursday the 2nd Mr. Ingram spoke with Mr. Broady with New Hope Services regarding additional properties they are planning to develop in the Aberdeen Woods community. Their intent is to construct five (5) more duplexes this year. That will be the last of the properties that can be purchased by New Hope Services.

Possible sewer backups were reported at 906 Sierra Court, 225 Riverwood and at 410 Lancassange Drive. All locations were inspected by OPCD personnel and were found to be clear and flowing.

Storm-water Department. Mr. Ingram will be using a trial bush hog for the Bobcat next week. It will be used to cut brush in areas where the mower is unusable. This equipment is safer than the current equipment used. The cost will be approximately \$6800 for this equipment.

Cristiani completed both drainage projects over the weekend of the 28th as proposed. The pipe at Laurel Drive was lowered 18 inches and the discharge end of the pipe was redirected to the centerline of the ditch. The drainage pipe at Dogwood Road was removed and replaced with two (2) 18 inch HDPE pipes. The discharge end of the pipes remained at the same invert and the inlet to the pipe was raised by approximately nine (9) inches creating positive drainage in that location. The sanitary line that passed over the drainage lines was replaced with PCV and was compliant to the OPCD sewer specifications. The roads were closed on the morning of the 28th and reopened on the morning of the 30th.

Several of the property owners in the area of the drainage repair project have contacted Mr. Ingram to inquire about the project and how it will improve the drainage in the area.

Mr. Herdt requested the Secretary/Treasurer's Report. Liens have been filed through the Courthouse. The Auditor's office has requested a "Writ of Claim" to remove the liens.

W2 forms have been properly filed online and mailed as required.

Forms 99A, 99B and 99C have been completed for 2016. These attendance forms are required by the SBA and must be kept on file in the District office and are not submitted.

Mrs. Burton will be working on the SDAR in the coming weeks. This report is due by March 1, 2017.

Notice 1782 has been received and approves the submitted budget. There are no changes to request on the form. The approved rate will reflect a \$.0368 decrease from last year's rate.

Mrs. Burton requested the Board to consider a bonus of \$750.00 for the budget preparation, the same as the previous year. Mr. Storz moved to approve the bonus, motion carried 3-0.

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

Mr. Herdt requested any new business. Discussion was held on the vehicle replacement plan. Mr. Ingram will be obtaining some quotes to replace the Liberty or Traverse.

Mr. Herdt has been working on upgrading the website to be mobile and google compliant. Mr. Storz suggested that Mr. Herdt should be compensated for the work he has performed. Mr. Herdt will submit an invoice for payment.

Mr. Storz mentioned the December 2016 minutes need to be added to the website.

Mr. Storz requested a list of contracts held by the district with expiration dates. The list should include service agreements on equipment.

Discussion was held regarding the outlook mail blocking senders. Mr. Herdt suggested creating a White List of approved email addresses for those that we know are being blocked.

Centrality has been over-charging the District for their services according to the contract signed in 2007. There has been approximately \$2600 charges over what should have been paid for 2014, 2015, and 2016. According to Mr. Gillenwater, the contract is not valid due to the rate being changed without OPCD being notified prior to the change.

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

Respectfully Submitted,

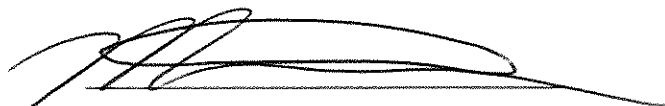


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

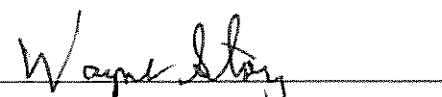
We the undersigned, have examined the minutes of the Regular Board Meeting held on February 8, 2017 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member