



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
February 22, 2017
6:00pm

The February 22, 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 February 8, 2017 were approved by motion with a 3-0 vote. The minutes were signed as submitted.

Mr. Herdt requested old business. Mrs. Burton continues to work on the SDAR report that will be filed through the Gateway system.

Mr. Ingram is waiting to hear from Blueline for the start date of the Stream Restoration Project.

Cristiani will be making repairs at 3 Islandview soon.

Mr. Herdt requested the Wastewater and Stormwater Reports. The 2016 Solids Disposal report has been filed with the Region 7 of the EPA. The reports are being filed electronically as of this year. Mr. Ingram was informed by a representative of the EPA that it is no longer required to file the report when all of OPCD sludge is going to a landfill. However to eliminate any gaps in records, Mr. Ingram plans on continuing to file the reports annually.

Mr. Ingram has begun the process for renewing the NPDES Permit that expires in 2018. Mr. Ingram has spoken with IDEM regarding the time frame for filing the renewal

and was advised that the forms can be filed early but no later than 180 days prior to the expiration date in 2018. Beckmar Laboratory will be conducting the toxicity testing of the effluent water, which is required for the permit renewal.

Mr. Ingram has provided instructions to Ms. Hostetler on entering the lab bench sheet information onto the electronic copy of the MRO as provided by IDEM. Mr. Ingram will continue to file the DMR as this will ensure accuracy of the reporting.

On Friday the 10th Mr. Ingram instructed the representative from Centrality to review the white list settings in the Outlook program for e-mails. All contacts in the system were added to the white list to try and resolve the continuing e-mail issues. Mr. Ingram also obtained the passwords for accessing the server. Mr. Johnson's emails are still not being delivered properly. Mr. Herdt stated that if Centrality wants to meet to discuss their services, during a Meeting would be best time to do so.

Mr. Ingram has begun researching the requirements for the annual DMRQA Testing. There were no notes or information provided for guidance for the testing procedures.

The MRO for January was filed electronically on February 10th. There was a 98% removal of Suspended Solids (SS) and a 99% removal of the Carbonaceous Biochemical Oxygen Demand (CBOD). There were no violations during the month of January.

On Monday the 13th Excel repaired the broken valve located by the control room. Due to the location of the valve it was felt best to have the repair conducted by an experienced contractor.

Mr. Ingram has received a quote for emergency generators options for the main office. EVAPAR bank tested the portable and fixed generators on Wednesday the 15th. Copies of the test results will be available for review at the meeting.

On Wednesday the 15th Beckmar Laboratories picked up samples for the quarterly effluent reporting.

On Tuesday the 7th the resident at 404 PamPaw reported a possible back-up. OPCD personnel inspected the collection lines and found them to be clear and flowing. That resident was informed of the findings immediately after the investigation.

On Tuesday the 7th Mr. Ingram met with Stantec and Blue Line Stream to discuss the Lancassange Creek Bank Stabilization Project. The starting date will be determined by the availability of live materials as required by the design.

OPCD personnel participated in Confined Space training on Friday the 17th. The training was conducted by Bailey Safety.

The first SWAC Meeting for 2017 will be held on March 2nd in Clarksville.

On Tuesday the 8th Mr. Ingram met with Cristiani to review the work performed at Laurel Drive and Dogwood Road. Mr. Ingram also showed other project areas for possible repairs during the 2017 year. Quotes have been received. The Board is ok with proceeding with the work at Fields of Lancassange and Seilo Ridge North. The Aberdeen/Marquise Meadows work will be re-evaluated.

OPCD personnel have tested the brush cutter attachment for the Bobcat in different areas of the district. The feedback from the operating personnel was that the attachment would be a very useful and helpful tool. Mr. Ingram will be ordering the new attachment.

Mr. Ingram has requested a quote from Excel Excavating for repairs to the drainage ditch behind 410 Reba Jackson. Improper installation of erosion materials has resulted in additional erosion around the repaired area. Mr. Ingram has also requested a quote to extend the pipe and armor the ditch line that passes behind 1 Beechwood Road.

The property owner at 202 Forest Drive contacted the office regarding standing water in the front of their property. Mr. Ingram informed the property owner of the Inter local Agreement and provided the contact information for the proper authorities to address his concerns.

Mr. Herdt requested the Secretary/Treasurer's Report. With the exception of the SDAR, all other annual reports have been submitted through the Gateway system.

January bank statements have been balanced.

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

Mr. Herdt requested any new business. Mr. Storz suggested Mrs. Burton update the website with the January Meeting Minutes.

Ms Lisa Gill questioned the Board as to why the new website had pictures of the Laurel and Dogwood projects that OPCD completed with the caption that OPCD had done the work that the city was responsible for. She said that she and the City Engineer had agreed that these projects were not the city's responsibility. Mr Herdt replied to her that these were, in fact, the city's responsibilities as per the Interlocal Agreement and OPCD was stating so on our website.

Mr. Ingram requested that all bonuses of hourly employees should be reviewed by Mr. Ingram before being presented to the Board.



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 22, 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