



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

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

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

*Mr. Herdt requested old business.* The Stream Restoration Project has begun and will be completed within the next week.

The Handbook will be tabled until a later date once all directors have a chance to look over proposed changes.

Mr. Ingram is awaiting a start date from Cristiani for the repair of 3 Islandview drainage issues. The property owner at this address visited Mr. Herdt wanting to know the status of the project.

*Mr. Herdt requested the Wastewater and Stormwater Reports.* Mr. Buckman was unavailable to attend the meeting to discuss his findings and recommendations for the ongoing IT issues. Mr. Herdt had spoken to Mr. Buckman about onsite service maybe once per month. Mr. Buckman said he would be available if issues arise throughout the month. There were concerns that Mr. Buckman was not interested in having a service contract or written agreement, and had been unavailable twice prior to this meeting to be present at the Plant.

On Monday the 13<sup>th</sup> Mr. Ingram met with a representative of Advanced Business Solutions who would be interested in providing IT service to Oak Park. ABS services are cloud based and would not require any on-site visits.

Mr. Ingram attended the Annual AIRW Conference in French Lick In. on the 15<sup>th</sup> and 16<sup>th</sup>. Part of the conference discussion was on employee policy. Mr. Ingram informed the Board that final paychecks cannot be held as a condition to collecting equipment provided by the District. The OPCD policy will be revised with this correction.

The MRO and DMR for February have been submitted electronically. There was a 99% removal of S.S. and CBOD. There were no violations during the month of February.

Delta Services has begun replacing the overhead lighting on the hill. Mr. Ingram has requested a quote for the installation of the generator for the office building.

On Thursday the 16<sup>th</sup> Mr. Ingram received notification from Stantec that Blue Line Stream planned to begin the Lancassange Project during the week of March 24<sup>th</sup>. Blue Line Stream is ahead of schedule as the project is already underway.

A sewer tap was purchased for a new home in the Wathen Heights III development on Monday the 13<sup>th</sup>.

Amanda Place apartments is planning to add an additional building. Their plan is to use an 8 inch primary line for sewers. Amanda Place would be responsible to maintain the added line.

On Friday the 17<sup>th</sup> OPCD personnel participated Fall Protection and Harsh Weather training. The training was conducted by Bailey Safety.

The MS4 Annual Meeting will be held on Tuesday May 16<sup>th</sup>. Mr. Ingram plans on attending that meeting provided it does not create an operational conflict.

Mr. Ingram has accepted quotes from Cristiani Excavation for work to be performed at Raspberry Way and Savana Nichole Drive. Oak Park is now awaiting starting dates for these projects.

Pre-Approval Permits have been issued for the following addresses:

519 Reba Jackson Pool / Shed

714 Saratoga Fence / Shed / Deck

On Wednesday the 8<sup>th</sup> Mr. Armstrong at 1 Beechwood Road contacted the office to inquire about work being done in the ditch line at 20 Beechwood Road. It was determined that the Jeffersonville Drainage Dept. was working in the area.

*Mr. Herdt requested the Secretary/Treasurer's Report.* Mr. Ingram will contact Mr. Buckman to see if he can attend the next meeting.

Mrs. Burton is checking on the Quickbooks 2017 upgrade. The software must be updated before May 1, 2017.

Bank Statements for February 2017 have been balanced and reviewed by Mr. Storz.

Mrs. Burton submitted the US Census survey online.

Mrs. Burton and Mr. Ingram will be meeting with Tracy Hardin during April to discuss the health insurance options for the May 1, 2017 renewal.

Mrs. Burton will be on vacation from March 24-April 3 and may not be reachable by phone.

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

*Mr. Herdt requested any new business.* Mr. Ingram reported that during the bank testing of the generators, it was noted that the switch is outdated. Delta has quoted approximately \$12,000 to upgrade and add the required fused breaker.

Mr. Storz suggested that Quickbooks and Baracuda software should be added to the current contract list with renewal dates.

Mr. Herdt submitted a letter to be sent to Centrality explaining the breach of contract and discontinuation of services. Mr. Ingram will call prior to sending the letter. This breach does not include the service agreement with the new phone system. It is still under warranty.

Mrs. Burton will request a copy of the freeholders for Fields of Lancassange from the Auditor's office.

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

Respectfully Submitted,

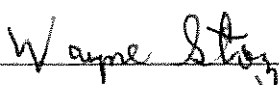


Amy Burton,  
Secretary of the Board,  
Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on March 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.

  
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Bruce Herdt, Chairman

*Absent* \_\_\_\_\_  
Marshall Johnson, Vice Chairman

  
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Wayne Storz, Board Member