



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting &
2018 Budget Adoption Hearing
October 18, 2017
6:00pm

The October 18, 2017 meeting and Budget Adoption Hearing 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
Amy Burton – Secretary / Financial Clerk
Keith Ingram – Superintendent

There were no guests present at the meeting.

The Minutes for the meeting held on October 5, 2017 were approved by motion with a 3-0 vote and signed as submitted.

There were no public comments regarding the proposed 2018 Budget. Budget Form No. 4 was presented as Resolution 2017-03, the adopted tax levy for 2018 was adopted at \$1,831,549 which will be a slight decrease from the 2017 tax rate. All three Board Members signed the Resolution which was attested by Fiscal Officer, Amy Burton. The Budget will remain the same as 2017.

Mr. Herdt requested old business. Wesbanco quoted a rate for all interest bearing accounts for OPCD at .77%. NWSB quoted a rate of .7%. The Board agreed to stay with Wesbanco at this time since checks were ordered in advance. Mrs. Burton will contact Ms. Scott to make the adjustments to the accounts.

Mr. Gillenwater has sent a Certified Letter to U.S. Bank regarding the return and breach of contract for the Xerox copier. This copier was not approved to be leased by the Board. The contract also had an automatic renewal. We are waiting for a response from the company. The new printer purchased at Staples will be set up to be used by the end of the month so the Xerox can be removed from being used.

The phosphorus jar testing was inconclusive. Further testing will be scheduled in the future.

The conveyor system is in the process of being installed and should be completed within a few days.

Excel Excavating is in the process of cleaning out the Fields of Lancassange ditch.

Mr. Crouch with the City was contacted and informed that OPCD would like to move forward with the cooperative projects so that funds could be used from the 2017 Budget.

Mr. Herdt requested the Wastewater and Stormwater Reports. Mr. Ingram had meetings with Crystal Link and Mr. John Harveson to review the OPCD server and to provide a quote for maintaining the computer equipment. Both technicians had similar recommendations of 2-3 hours per month, switching to Office365, and simplifying the firewalls. Mr. Ingram will have a representative of Crystal Link to attend the next meeting.

On October 2nd Mr. Ingram contacted C&H Security to troubleshoot the camera system for the plant. The system is approaching its 10th year of operation and may be in need of upgrading. Mr. Ingram requested a quote for improvements to that system.

Mr. Ingram continues to discuss the processing performance with EP Minerals. The current material that is being used has one of the highest permeability ratings for DE. It was recommended to determine the filtering quality of the blanket we are currently using as it could affect the volume processed. Alar recommended RJ14 which would be a tighter material, however; it would lessen the performance.

The DMR and MRO for the month of September has been submitted electronically. There was a 98% removal of CBOD and a 99% removal of SS. There were no violations during the month of September. A copy of the report was available for review at the meeting.

Delta Services dropped of the junction box for the Lancassange Lift station. This will be a start to needed repairs to the crow's nest and electrical components located at that lift station.

Mr. Ingram has asked Mr. Dickey with HMB Engineers to provide a contractors quote for the installation of an access ramp to the Lancassange lift station and the trunk line.

Mr. Grimm at 225 Forest Drive reported sewage coming from the toilet and backing up into the tub within the residence. OPCD personnel responded to the complaint and reported that the collection lines in the area were clear and flowing. Mr. Grimm was informed of the findings and proceeded to verbally abuse the responding personnel whom departed the location to avoid any further confrontation.

On Friday the 13th OPCD personnel participated in a Bailey Safety training for slips, trips and falls, a safety audit was conducted following the meeting.

The 3rd quarter SWAC meeting was held on October 17th. Audits are anticipated to take place around March of 2018.

The property owner at 919 Washington Way reported a fallen tree in the rear of the property on October 15th. Mr. Ingram will be inspecting the area to ensure the tree is not obstructing the flow of the waterway that passes to the rear of the property.

Mr. Herdt requested the Secretary/Treasurer's Report. Due to the reinstatement of years of service for Mr. Swinney, Mrs. Burton asked when the change of benefits should take place. The Board agreed to start it at the beginning of the year to simplify the process.

Mrs. Burton sent an email to Mrs. Fein, SBA Examiner regarding the Statement of Engagement Cost for the recent examination of OPCD records. The cost listed was \$10,000 more than past audits. Mrs. Fein is checking on this and will get back with Mrs. Burton as soon as possible.

Due to there being 5 Wednesdays in November, there will not be a meeting on November 1st, but payroll checks will need to be signed. Mr. Storz mentioned he would be available if needed.

Bid and Quotes will be opened during the meeting held on November 15th.

Mr. Storz made a motion to approve all submitted claims and financial reports, motion carried 2-0.

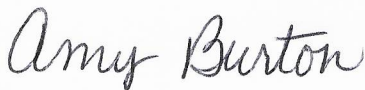
Mr. Herdt requested any new business. Mr. Storz mentioned that the outside light on the front of the building was off over the weekend and the light by the mailbox does not work. It was decided the light by the mailbox would be removed. The light on the building was just not turned on at the time.

A draft financial policy was presented for review by Mr. Herdt. It was recommended by a CPA to have a policy in place to protect everyone involved in the finances of the District.

Mr. Ingram reported that Marion Shepherd with the City of Jeff had offered OPCD the chance to purchase one of the City's vac trucks as they were purchasing two new trucks. Mr. Ingram was informed that he truck is still in working order and was recently serviced. The Board decided they were not interested in the purchase at this time.

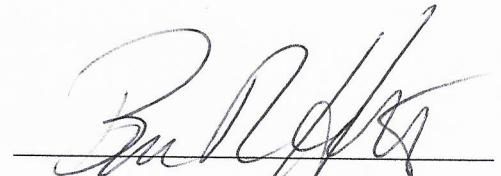

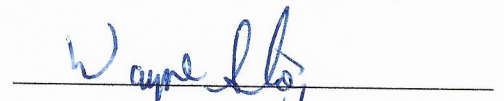
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

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 October 18, 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