



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
December 28, 2017
6:00pm

The December 28, 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
Amy Burton – Secretary / Financial Clerk
Keith Ingram – Superintendent

There were no guests present at the meeting.

The Minutes for the meeting held on December 13, 2017 were approved by motion with a 3-0 vote and signed as submitted.

Mr. Herdt requested old business. Mrs. Burton presented Resolution 2017-05 Financial Guidelines for Board approval. The Resolution was passed and signed with a 3-0 vote as submitted.

Mr. Gillenwater has forwarded the Order to Dispense with Election and to name sole nominee, Marshall Johnson, Director for a term of 4 years beginning January 10, 2018 through the first meeting in 2022.

Mrs. Burton will be getting with Mr. Gillenwater for an updated contract for the 2018 calendar year.

Mr. Ingram continues to research the phosphorus removal and testing process.

The skimming pump has been received and the back-up pump for Beechwood station should be delivered within the next few weeks.

Mr. Herdt requested the Wastewater and Stormwater Reports. A notice for locates for the property at 4203 Middle Road was received on Friday the 22nd. The work description was for a new subdivision which will be on the Jeffersonville City sewer system.

Mr. Ingram received a budgeting quote from Huber Engineering for screw press equipment. The equipment and setup would be \$296,000.00 with the electric and plumbing work being provided in-house. There would be approximately \$700-\$800 savings per month with the press system. Mr. Ingram and Mr. Swinney will be visiting a plant in Lawrenceburg on January 5th to observe this equipment working in progress.

Mr. Ingram met with Mr. Lyden from Bio-Systems on December 11th to discuss product requirements for the 2018 operational year. Mr. Ingram was informed by Mr. Lyden that the name of the company will be changing in the near future but the service will remain the same.

Mr. Ingram has received the replacement level sensors for the sludge vacs and will be working with Mr. Swinney to install the sensors and return the automatic level control feature to the sludge vacs.

AIR SYSTEMS was contacted to inspect the air compressor in the sludge building due to performance concerns. The air compressor was installed in 2001 as part of the plant upgrade at that time. I was informed following the inspection that the volume of air being produced has greatly diminished due to normal wear of the equipment. I have requested a quote for the replacement of the compressor head along with quotes for replacing that piece of equipment for comparison. In its current condition the air compressor is not maintaining the required air pressure and volume for proper operations in the sludge building. To replace the complete system the cost will be around \$15,000.00. This may be a necessary upgrade in the near future.

Clarifier #3 was drained on Monday the 18th. It was found that both scum arms are out of alignment as recommended by the manufacturer. Repairs to correct the issue will be conducted following the holiday.

As part of the HACH service agreement technicians performed annual maintenance and calibration on the lab testing equipment. We have had this procedure performed off site in the past and had to pay shipping costs to and from HACH.

Mr. Ingram performed jar tests for phosphorus removal during the week of December 18th. The results for treating the sludge were unsuccessful however he was able to achieve successful results from treating the effluent as it enters the chlorine trough. Mr. Ingram

will be conducting further testing to achieve the optimal procedure for the removal of the phosphorus.

Due to operational issues at the plant Mr. Ingram was unable to attend the SWAC meeting on the 14th. However he did meet with Stantec to discuss the requirements for the MS4 reporting due in 2018. Mr. Ingram and Mr. Huckaby also discussed the renewal of OPCD's NPDES Permit and the recommendations that were made for the removal of Phosphorus in the study that was conducted by Stantec.

Mr. Swinney and Mr. Ingram will be working on a new maintenance schedule for the drainage department. This plan will be intergraded with the wastewater schedule to create a more efficient routine.

The needed drainage repairs at 3029 Seminole Drive have been completed. Improvements have been made to assist stormwater runoff to find its way into the added catch basins.

Mr. Ingram had a meeting with Excel onsite at 55 Wildwood Road to discuss the repairs to the drainage infrastructure in that area. Project notices have been delivered to each property owner and they have yet to contact the office as requested. This project will be held over to the 2018 year.

The City of Jeffersonville has continued working in the Beechwood road area. Currently there have been 6 culverts replaced along Beechwood Road. The ditch line from 33 Beechwood Road to the intersection at Mockingbird Circle has been graded to ensure drainage into the Playland Park area and then onto the Riverside Ditch. The ditch line on Park Lane adjacent to Playland Park has also been graded to improve drainage. A few bills have been received for gravel that was used for this project.

Mr. Herdt requested the Secretary/Treasurer's Report. The 2018 contracts for DE and Bio-solid have been signed by Fitz Chemical and Estes Waste Solutions. The contracts were presented for Board approval.

The End of Year Tax Settlements have been deposited in the following amounts:

Sewer General: \$723,659.20

CIF: \$54,184.48

Drainage: \$57,113.37

Fields of Lancassange: \$4165.00

Bank statements for the month of November have been balanced. The new interest rate of .8% was added on November 13th. Service charges were added to Sewer and CIF accounts, Mrs. Burton will call the bank to have the charges removed.

Vacation calendars have been given to employees so that the 2018 schedule can be made.

End of the year insurance adjustments were made to balance out the liabilities.

Mrs. Burton has contacted Sellersburg Water regarding the Oak Park Carwash. When the account was overdue, the usage charge was averaged and added to a portion of the unpaid balance. Since the account is caught up, the amount owed monthly should have been adjusted back to just usage charges. Sellersburg water discovered that the meter at the car wash has not been working for two years. Mrs. Burton will look further into the billing to determine a new rate.

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

Mr. Herdt requested any new business. Crystal Link came to the office to check out Mr. Ingram's laptop and to see how the server was processing. Mr. Ingram is waiting on a quote for a firewall system. The SSL Certification will be renewed in January at a cost of \$300.00. This renewal is necessary for the current email system. Mr. Ingram is researching the use of Office 365 for future email service. The anticipated monthly price for that service will be approximately \$60.00 per month.

The staff is experiencing several issues with the sewer cleaner. Any back-ups may require renting equipment until the sewer cleaner is repaired.

The current mapping software is no longer supported. By taking advantage of an end of year sale, new software can be purchased and training would be included for a considerate amount less. Mr. Ingram will be moving forward with the purchase which is approximately \$8500.00.

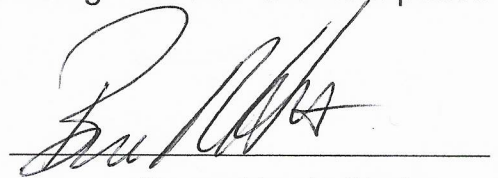
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,

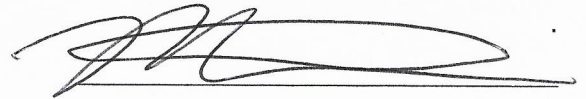


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

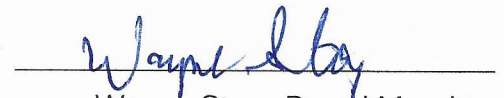
We the undersigned, have examined the minutes of the Regular Board Meeting held on December 28, 2017 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member