



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Annual Business Meeting
January 11, 2017
6:00pm

The January 11, 2017 Annual Board 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
- Wayne Storz– Vice Chairman
- Marshall Johnson – Board Member
- Keith Ingram – Superintendent
- Amy Burton – Secretary / Financial Clerk

The minutes for the meeting held on December 28, 2016 were approved by motion with a 3-0 vote. The minutes were signed as submitted.

Mr. Herdt was sworn in as the successful nominee for Area 2 of the District. Mr. Herdt signed the official Oath of Office.

The meeting was turned over to Secretary, Mrs. Burton to hold an election of officers. Mr. Storz nominated Mr. Herdt for Chairman of the Board and Mr. Johnson for Vice Chairman of the Board. There was a 3-0 vote to accept these nominations. The meeting was turned back over to Chairman Herdt. Mrs. Burton was appointed Secretary and Financial Clerk by the Board.

Mr. Herdt requested old business. Lien documents are ready and will be submitted to the Courthouse with the Annual Narratives that were signed by Mr. Herdt.

Mr. Gillenwater is processing the paperwork to dispense with the Election and declare sole nominee, Mr. Herdt, board member.

The Laurel Drive and Dogwood Road projects were pushed back to begin on January 21-22 due to inclement weather. Notice was posted on the website and on the Facebook page. Cristiani was responsible for the road closure process.

Mr. Herdt requested the Wastewater and Stormwater Reports. Mr. Gillenwater has reviewed the draft Contract for the Lancassange Stream Restoration Project and found it to be adequate. Mr. Herdt signed the Contract so the project could move forward. Mr. Ingram will send a signed copy to Stantec. Mr. Ingram also received notification that all of the permits for the job have been approved.

Mr. Ingram will be researching generalized construction requirements to create a template contract that is tailored to the needs of the district for future projects.

The MRO for December 2016 was ready for review and signature. There was 98% removal for both CBOD and Solids. Mr. Ingram reported that Mrs. Hostetler is doing a real good job in the Lab so far.

Mr. Swinney took the Class I Wastewater Exam in Madison on January 3, 2017. His score was below the minimum requirement for passing the exam. Mr. Swinney plans on taking the exam again in the future.

Mr. Trich has completed his six months of employment and will begin to participate in the on-call rotation. Mr. Ingram recommended the normal wage increase for this milestone, motion was made by Mr. Storz and approved with a 3-0 vote.

Stantec is working on the 2017 MS4 Support Contract. Mr. Ingram sent the proposed contract to Board Members for review. It was suggested that a separate contract should be suggested that offers as needed costs for services. A few adjustments will be made prior to approving the contract.

OPCD has begun an extensive clearing of the vegetation in the Fields of Lancassange Ditch. Mr. Ingram is looking into renting a wood chipper for disposal of the brush onsite. The intent is to have the work completed within 30 days.

On December 28, 2016, Mr. Jackson contacted the office and confirmed the dates of the Acorn Park area projects. Signs were purchased from Lotus Designs and were posted in the project areas for notification of road closure.

On January 4, 2017, Mr. Jackson contacted the office and requested permission to delay the Laurel Drive project due to expected low temperatures. Mr. Jackson's concerns were centered on the water main being exposed to the below freezing temperatures for

an extended period. The work was again postponed due to weather the following week. The projects are now scheduled for January 21-22 and 28-29.

On January 6, 2017, a letter was received from Mr. Miguel Zanartu, 3612 Blueberry Way, regarding his drainage concerns in the rear easement of the property. The customer file was available for review by the Board. A quote will be obtained later this year for easement work, however; a portion of the issue is on Mr. Zanartu private property and cannot be repaired by OPCD.

Mr. Herdt requested the Secretary/Treasurer's Report. Resolution 2017-01 was presented for approval of 2016 End of Year Categorical Transfers. Mr. Storz moved to approve the resolution as submitted, motion carried 3-0.

Mrs. Burton has balanced all bank statements for 2016. Financial Reports will be re-printed once the categorical transfers are entered.

Mrs. Burton has entered information for the 2017 Budget. The next few months will be spend on end of year reports and submittals per requirements.

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

Mr. Herdt requested any new business. Mr. Storz asked if anything had been done on the Employee Handbook since it was last discussed. The revisions have been put on hold due to other priorities. Mr. Ingram will get Mr. Storz a current copy.

Due to the many issues with the computers lately, discussion was held over the services provided by Centrality and the rates paid for the services. Further discussion will be held after more research is done.


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

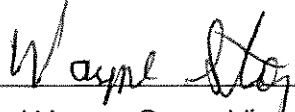
Respectfully Submitted,

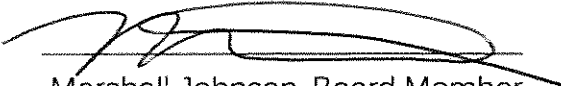


Amy Burton,
Secretary of the Board,
Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on January 11, 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


Wayne Storz, Vice Chairman


Marshall Johnson, Board Member