



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
January 24, 2018
6:00pm

The January 24, 2018 Annual 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 January 10, 2018 were approved by motion with a 3-0 vote and signed as submitted.

Mr. Herdt requested old business. All open items will be addressed in the requested reports.

Mr. Herdt requested the Wastewater and Stormwater Reports. On January 10th Mr. Benson from Applegate, Fifer, & Pulliam arrived at the office and requested to review the records for 2611 Utica Pike. Mr. Benson's visit was unexpected and unscheduled even though Mr. Gillenwater had requested that an appointment be made with our office to review the records. Mr. Ingram informed Mr. Benson that as we were unaware of his intent to visit our office for the purpose reviewing the records on the 10th we were not prepared as the files were in storage and would need to be retrieved. Ms. Burton was preparing for the board meeting that evening and was unavailable to assist and Mr. Ingram was addressing mechanical issues associated with the operations of the plant and was also unavailable to assist Mr. Benson. An appointment with Mr. Benson for

January 17th at 10:00 AM was scheduled for reviewing the records that were associated with 2611 Utica Pike. Mr. Ingram provided Mr. Benson his business card and assured him that Oak Park would be prepared for his scheduled visit. It was the understanding of Mr. Ingram that a complaint was to be filed with the PAC (Office of the Public Access Counselor) regarding this occurrence on the 10th. Mr. Benson failed to make the appointment that was scheduled on the 17th of January and later rescheduled for January 25th at 1:00pm. Mr. Gillenwater and Mr. Storz will be present for this appointment.

The MRO and DMR for December have been submitted electronically. There was a 99% removal for Suspended Solids (SS) and a 98% removal of Carbonaceous biochemical oxygen demand (CBOD). There were no violation during the month of December.

Frigid conditions have continued to create challenges for operational personnel while performing their daily tasks. Predicted temperature increases over the next few weeks will help operations to return to normal.

Additional information was requested in regards to the Huber Screw Press:

Huber and Pelton are privately owned companies so they do have flexibility with payment options.

Lead times for delivery are as follows:

In-stock unit would take 8 – 10 weeks.

The processed polymer can go to the landfill.

2.4amps compared to 42amps being used currently.

Delta would be able to handle the installation.

Complete fabrication including shipping from Germany would take 22 – 24 weeks.

Mr. Ingram will continue forward with this project.

A blockage was discovered in the lateral line at 308 Webster. The customer is having the line cleared.

Mr. Ingram has met with Ms. Bailey to establish a training schedule for the 2018 calendar year. Our first training will be held on January 26th and will cover First-Aid and CPR training.

Mr. Ingram is currently working on annual MS4 drainage reports and is in the planning stage for the 2018 calendar year.

Excel Excavating has completed the final project at 55 Wildwood. Decay of the pipe along with a separated and exposed joint in the adjoining property at 140 Taproot Lane prompted this repair.

The first phase of the Throckmorton Park / Beechwood Road drainage work has been completed. Before any additional work is completed, Mr. Herdt suggested outlining exactly what OPCD will be financially responsible for. The agreement at the beginning of the project was OPCD would be responsible for purchasing materials only.

Mr. Herdt requested the Secretary/Treasurer's Report. Mr. Swinney has requested reimbursement on health care expenses for 2017, he is the only employee remaining with an HSA account.

Form 100 R has been submitted through Gateway. Mrs. Burton will begin on the SDAR within the next few weeks.

Mrs. Hostetler will be trained to handle payables and check writing as a backup for Mrs. Burton.

Mrs. Scott from WesBanco emailed Mrs. Burton regarding the fees on the accounts being removed.

Mr. Ingram requested his longevity check. His anniversary date is January 22. This longevity will be for 11 years of service and will be included with this meeting's payouts.

Mrs. Burton received a call from Ms. Nancy Beeler regarding the car wash. The car wash has been out of operating order for several months but did not know the exact date it was used. The water company still has no answers to the usage, as they somehow was not charging the car wash for any water usage. The Board agreed that monthly excess usage fees may be waived until the car was is back in working order. Once it is working, OPCD will require notice. If notice is not given and water usage resumes, all waived fees will be reinstated.

New Hope Services sewage fees for Aberdeen Place is past due. Mrs. Burton will be contacting their office to get the account caught up. Late fees will be assessed according to IURC allowable rates.

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

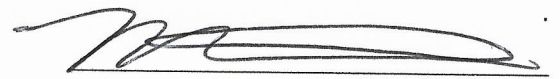

Mr. Herdt requested any new business. Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

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 24, 2018 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