



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
April 4, 2018  
6:00pm

The April 4, 2018 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  
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 March 21, 2018 were approved by motion with a 3-0 vote and signed with one minor grammatical correction.

*Mr. Herdt requested old business.* Old business was discussed during the department reports.

*Mr. Herdt requested the Wastewater and Stormwater Reports.* On March 28<sup>th</sup> the samples for this year's DMR-QA testing were received. Mr. Ingram will begin the testing following the completion of the MS4 Audit.

The second order of DE for this calendar year was received on April 2<sup>nd</sup>. The driver was informed of the requirement to contact our office prior to the delivery. Mr. Ingram was informed that the office had been contacted the week before however that information was not properly passed forward.

On March 20<sup>th</sup> Excel Excavating replaced the bypass valve at the chlorine trough. The existing valve has continued to become more difficult to open and close over the past few years and was in need of replacement.

On March 22<sup>nd</sup> the February MRO and DMR were submitted electronically. There was a 97% removal of CBOD and a 96% removal of Suspended Solids for the month of February. There were no violations during the month of February.

On March 27<sup>th</sup> OPCD personnel installed outside LED lighting on the control room.

On March 26<sup>th</sup> a replacement starter block was ordered for the #2 pump at Beechwood Lift Station. The block was received on March 29<sup>th</sup> and installed on March 30<sup>th</sup>. Failing internal components prompted the replacement of the starter block.

On March 19<sup>th</sup> the ordered replacement hard drive for Mr. Ingram's desktop was received. Mr. Jessee with Crystal Link is currently out of the country but will perform the backup and install upon his return.

On March 20<sup>th</sup> Mr. Ingram met with Mr. Engelbrecht from Chemical Resources to arrange the initial and following deliveries of Sodium Aluminate for the phosphorus removal process. A temporary storage area will be constructed at the end of the basin overflow box nearest to the dumpster.

On March 22<sup>nd</sup> Mr. Ingram ordered two 325 gallon horizontal chemical tanks for the storage of sodium aluminate and sodium thiosulfate. The tanks will not have bottom drain plugs which will greatly decrease the risk of chemical release.

On March 26<sup>th</sup> Vectren Energy contacted the office to update their emergency contact information for OPCD.

On March 30<sup>th</sup> Mr. Ingram met with Excel Excavating to discuss drainage issues and possible corrections at the wastewater plant and in the FOL ditch. A recent inspection found an area that was beginning to fail behind 511 Tristin Trail and adjacent to the port property. Mr. Ingram also discussed modifications needed within the sludge building to accommodate the ordered screw press installation and drainage needs. Excel will be instructed to move forward with this project for a cost of approximately \$5000.

On March 30<sup>th</sup> Bailey Safety performed a site audit on the plant. The results of the audit were passed on to Mr. Swinney to address any concerns.

Preparation for April 11<sup>th</sup> audit is still in progress. Mr. Huckaby will be assisting Mr. Ingram with getting everything ready.



A property owner on Tristin Trail reported concerns about debris and a large metal structure in the north portion of the FOL ditch. An inspection found that heavy rains had concentrated debris from the recent brush removal into piles in the center of the ditch line. The reported metal structure appeared to have possibly been left by Excel Excavating that item was removed during the inspection but did not belong to Excel. The remaining debris will be cleared when soil conditions are more favorable.

On March 23<sup>rd</sup> OPCD personnel replaced the damaged fence support at 505 Tristin trail as was promised to the property owner.

On March 26<sup>th</sup> OPCD personnel began cutting woody growth from the Riverside ditch. This work will be continued until the under growth takes over the banks of the ditch. An inspection of the downstream area of the ditch from Laurel Drive found a large concentration of silted in wood items that are preventing the expected erosion of the ditch line leading up to the lowered pipe at laurel Drive. As machinery is not permitted in the area the items will need to be removed manually.

Mr. Ingram is compiling a list of district projects to be upcoming over the current year.

The road was repaved at Play Land Park, however no driveways have been repaired at this point.

On March 19<sup>th</sup> the resident at 3063 North Falcon Ridge contacted the office with concerns over the erosion blanket in the back yard. Mr. Ingram informed the resident that the material was necessary for establishing a well anchored root base when the grass reestablishes itself following the recent drainage project. OPCD personnel were instructed to apply more grass seed in the project area.

The property owner at 209 Riverwood contacted the office with concerns related to the drainage in the rear easement of the property downstream from his home. Scouring and ponding of water leaving his property has created an issue with the resident at 211 Riverwood. Mr. Ingram has spoken with both residents and will be having Rip-Rap placed in the problem area while a permanent solution is worked out.

A Foreman's Report was submitted by Mr. Swinney and will be attached to these minutes.

*Mr. Herdt requested the Secretary/Treasurer's Report.* Mrs. Burton presented healthcare options for the Board's review. After discussion, it was decided that the plan with better benefits would be chosen as the increase in interest received from the banking

accounts would more than offset the cost of the premium increase. Mrs. Burton will contact Ms. Hardin regarding the choice for the May renewal.

A letter was received from the Department of Revenue regarding W-3 reports for 2017. The letter states that the W-3 was not submitted, however; Mrs. Burton did have proof that it was submitted weeks earlier than the deadline. Mr. Herdt added that he had also received the letter at his shop and believes the letters may have been mailed in error. Mrs. Burton will verify the validity of the letter.

Mrs. Burton will be working on adding the minutes to the website and putting together a newsletter to go out in the next few months.

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

*Mr. Herdt requested any new business.* Mr. Storz stated his concerns with the light on the front of the office building. It appears to stay on even during the day. Mrs. Burton commented that the light is on a switch inside the front door and she would remind all employees to remember to turn the light on as they leave and off as they arrive in the morning.

OAK PARK CONSERVANCY DISTRICT

FOREMAN'S REPORT 4/4/2018

MARCH/APRIL

NATHAN SWINNEY

**Plant:**

New outside LED lights for control room

New LED lights for generator room

New LED lights for back barn/ shop area

Fire extinguisher box mounted in generator room

New butterfly valve in the cl2 tank

New rubber strips for bag breaker conveyor

**Colorado truck repairs:**

Alignment, idler pulley, headlight assembly, belt tension, tail light assembly, gas cap, tune up, new thermostat, fuel tank purge valve, new front brakes.

**Crew cab truck repairs:**

Replace fuel tank pressure sensor, gas cap, new front brakes

**Silverado repairs:**

New belts

**Dump truck repairs:**

New passenger tail light assembly, replaced missing bed reflector

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 April 4, 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