



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
June 13, 2018
6:00pm

The June 13, 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

The Minutes for the meeting held on May 16, 2018 were approved by motion with a 3-0 vote.

Mr. Herdt requested old business. The recirculating pump for the phosphorus removal chemical has been experiencing issues. The pump may need to be relocated closer to the point of entry into the works in order to fix this issue.

Mr. Ingram has officially ordered the screw press equipment. It is anticipated that the control panel will be delivered in October and the rest of the unit will be delivered in November of this year. This will need to be professionally installed so the target date to be up and running is December 10, 2018.

Discussion was held regarding Mr. Estes property at 2611 Utica Pike. Mr. Herdt spoke with Mr. Gillenwater regarding the replacement cost of the storm pipe that runs along the property. Mr. Gillenwater is to contact the City Sewer and Drainage Board to discuss further.

The cooperative project is almost complete, the City will be concluding the drive way repairs for the project.

Mr. Herdt requested the Wastewater and Stormwater Reports. On May 15th, the DMR / MRO for the month of April was submitted electronically. There was 99% removal of S.S. and 98% removal of CBOD. There were no violations during the month of April.

On May 15th, OPCD personnel installed a new access hatch to the pump pit for the chlorine contact trough.

On May 23rd Excel Excavating worked on the scum trough line coming from clarifier #3 to try and correct poor drainage issues that have existed since the plant upgrade in 2000.

On May 24th another delivery from Fitz Chem LLC was received that did not comply with the notification requirements of the DE contract. Mr. Ingram promptly notified Ms. Volpe of the contract breach and requested a meeting to resolve this issue. Mr. Ingram met with Ms. Boone from Fitz Chem LLC and discussed the ongoing delivery issues and was assured these items would be resolved.

OPCD personnel will be conducting smoke testing throughout the system to confirm whether or not questionable properties are on the OPCD system. The smoke test near 46 Virginia did not indicate the property was hooked up to OPCD sewers, this could possibly be caused by a backflow prevention device. This property will be checked further to determine if services are currently being provided.

On June 4th Mr. Ingram met with a sales rep from CED regarding the replacement of the soft start units at the Capitol Hills Lift Station. The recommended replacement unit will be installed by Delta Services and the startup of the controller will be performed by a service tech from Allen-Bradley.

On June 6th Mr. Ingram received the tentative schedule for the deliveries of Huber Screw Press and the supporting equipment. Mr. Ingram will now be able to create a more exact schedule to be prepared for the arrival of the equipment. Mr. Ingram has contacted Adkins Machine Movers about setting up the screw press following its delivery later this year.

On June 6th the property owner at 223 Riverwood contacted the office and reported an offensive odor inside and around their home. OPCD personnel and also Mr. Ingram have responded to this claim and have found no issues within the collection system that would contribute to this complaint. On June 8th Mr. Ingram conducted a follow up to the initial complaint and while in the rear of the property, did briefly smell natural gas. This information has been passed along to the property owners.

Bailey Safety conducted a plant audit on June 8th. Any reported issues will be addressed as quickly as possible.

On June 4th Mr. Ingram received notice that Mr. Huckaby will be leaving Stantec. Ms. Padron will be handling the SWAC services from this date forward.

On May 25th OPCD personnel mowed the property surrounding the ponds.

On May 24th Mr. Ingram delivered the invoice from B&G for the driveway repairs to Mr. Crouch for full payment to be made by the City of Jeffersonville at their request.

Mr. Herdt requested the Secretary/Treasurer's Report. Mrs. Burton received a list of properties along Allison Lane that are on the City's Sanitary Sewer Services to compare to the list of OPCD Sanitary Sewer Services to verify that there are no properties that do not have either service. Mr. Storz is checking all properties on Elevate to determine an accurate master list of properties and to verify no other properties have been overlooked.

A draft of the newsletter was given to all Directors for review prior to sending to get printed and mailed.

The Spring Settlement deposit has been made at this time in the following amounts:

Sewer General- \$915,100.90

Drainage Imp- \$44,849.43

CIF - \$71,802.22

Total Deposit= \$ 1,031,752.55

FOL Special Assessment=\$ 5,025.00

Mrs. Burton received notice from the State Board of Accounts regarding new requirements that will become due in July of 2018. Monthly reports such as bank reconciliements, approved minutes, fund ledgers, detailed receipts and disbursements by fund. Annual report will also be required. This process should make it easier for the SBA to examine the finances.

The contact for Aberdeen Woods sewer service fees is no longer with the company. A letter was received as to where the invoices need to be sent. Mrs. Burton will forward the invoices that have not been paid so the account can be brought current.

Mr. Herdt asked for Mrs. Burton to go ahead and send the drafted letter to Mr. Ashack regarding the properties found on Allison Lane that are not on either sanitary sewer systems.

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

Mr. Herdt requested any new business. Mr. Ingram attended a meeting with the developers of the Autumn Ridge Apartments with Mr. Crouch. OPCD will be overseeing the sanitary portion of the project and the City will be overseeing the Drainage portion. A letter of intent will be submitted to OPCD and the City.



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 June 13, 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