



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
March 21, 2018
6:00pm

The March 21, 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
- Jenny Hostetler- Lab Tech
- Keith Ingram – Superintendent

There were no guests present at the meeting.

The Minutes for the meeting held on March 7, 2018 were approved by motion with a 3-0 vote and signed as submitted.

Mr. Herdt requested old business. Mr. Ingram reported that we will be adding a new chemical to the phosphorus testing. Mr. Ingram spoke with a representative of chemical resources about the new chemical freezing up and was ensured that it would not.

Mr. Herdt requested the Wastewater and Stormwater Reports. To insure there were no issues with employee pay while Mrs. Burton is on vacation Mr. Ingram instructed her to process the payroll on Friday March 16th. Pay will be issued as normal, however any overtime generated over the weekend will be added to the following pay period. Mr. Ingram also reviewed the payroll process with Mrs. Burton.

On March 6th Mr. Ingram canceled our accounts with Verizon Wireless. The accounts were for a backup for our internet service, which has never been used to Mr. Ingram's knowledge.

On March 8th Mr. Ingram submitted a purchase order along with the signed proposal for the Huber Screw Press to Pelton Environmental.

On March 14th and 15th Mr. Ingram attended the Alliance of Indiana Rural Water conference in French Lick. Mr. Ingram observed that the topic of conversation pertaining to operation of wastewater treatment plants was focused on the biology of the plant to maximize the efficiency of operations.

On March 5th phosphorus was added to the list of tests being performed daily. The daily testing will increase the materials cost in the lab by approximately \$1,500.00 per year which is within the current budgeted amount for lab operations.

The Colorado was taken to Tony's Muffler & Auto Service for a front end alignment. This maintenance item along with general repairs made by OPCD personnel have returned this vehicle to an ideal operating condition.

On March 9th Mr. Ingram received the notification for the DMRQA testing for the 2018 calendar year. As required the address verification for the testing was filled out and returned to IDEM.

On March 9th a service tech from Delta Services made a program correction to the PLC in the control room that manages the T-Valve operations. To date the T-Valves have continued to operate as intended and proper levels within the clarifiers are being maintained.

On March 13th Mr. Ingram submitted an order for the third delivery of DE for this calendar year. Mr. Ingram contacted Fitz Chemical in regards to the proper notification of the delivery of the orders as required by our contract.

An updated sewer cleaning list was created for operational personnel. The list details the location of areas within the collection system that are prone to blockage if not cleaned on a regular basis.

After reviewing the communication system for operational issues it was found that static interference within the system was being generated from an undetermined outside source that the current repeater was not filtering out. A loner receiver has been installed to verify this diagnosis of the problem. There has been no reported

static following the installation of that repeater. Replacement hand held units have also been purchased to replace failed units.

On March 16th Mr. Jesse with Crystal Link visited the office and addressed any computer issues. It was determined that the hard drive on my computer was having issues and possibly failing. A new hard drive has been ordered and will be installed within the next few weeks. Mr. Ingram also issued a purchase order for the installation of a new web filter and will be establishing new anti-virus accounts for our system.

On March 16th outside personnel participated in Confined Space training conducted by Bailey Safety. OPCD personnel entered Allison Lane Station as part of the training to allow our process and equipment to be evaluated and recommendations to be made to improve on safety.

Mr. Ingram has been preparing for the April 11th audit along with completing the annual report for the stormwater department.

Soft soil conditions and standing water have limited maintenance work at this time.

Inspecting easement areas to create project list.

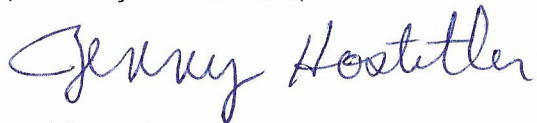
- 1) Joint Local Government Drainage Projects:
 - a) Nothing to report at this time
- 2) District Resident Concerns
 - a) Nothing to report at this time

Mr. Herdt requested the Secretary/Treasurer's Report. Mrs. Burton will be out of the office from March 19th through March 30th. Mrs. Burton did meet with the Insurance Agent and was given some options to consider for our May renewal. Mrs. Burton will present all Insurance options at the April meeting.

Mr. Herdt requested any new business. There was no new business.

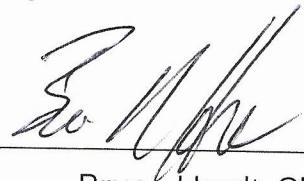
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,

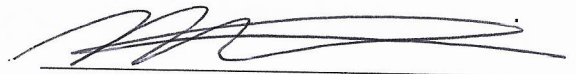


Jenny Hostetler,
Laboratory Technician
Oak Park Conservancy District

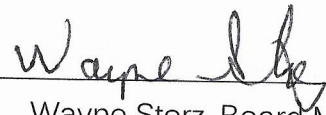
We the undersigned, have examined the minutes of the Regular Board Meeting held on March 21, 2018 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member