



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
March 4, 2020
5:30pm

The March 4, 2020 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
- Keith Ingram – Superintendent
- Amy Burton- Secretary / Financial Clerk

The Minutes for the meeting held on February 19, 2020 were not approved as written. Revised minutes will be presented at the March 19, 2020 meeting.

Mr. Herdt requested old business. Discussion was held regarding the Estes/Pfau lawsuit.

Mrs. Burton will be contacting SBA regarding the credits on the Chemical Invoices. The payment and the refunds for totes causes the expense line to be incorrect and allows for less spending in that category.

JTL has been asked to resubmit a quote for the upgrade of Allison Lane station. This project and the grit system repairs should be completed in 2020 as the funds are available.

Drainage work at 608 Higgins and 1005 Assembly are on hold until Mr. Burdin returns from vacation.

Mr. Ingram will be performing employee evaluations in the upcoming days.
All other old business was discussed in the department reports.

Mr. Herdt requested the Wastewater and Stormwater Reports. On February 25th the DMR / MRO for January was submitted electronically to IDEM. There was a 98%

removal of SS and CBOD for the month of January. There were no violations during the month of January.

On February 26th Ms. Hardin conducted an insurance meeting with all personnel. This gave employee's an opportunity to address any concern or question they may have regarding the provided insurance policy.

On February 18th Makowsky Oil was contacted and asked to provide a quote for replacing the current diesel tanks with a single tank that would be more suited for operational needs. No quote has been received yet.

On February 21st Aspire completed the repairs to Aerator #2 and that unit was returned to service. As of February 28th, the aerator has had no issues and appears to be operating as expected. Provided there are no issues, Mr. Ingram intends to move forward with the repairs to Aerator #1 during the week of March 16th.

On February 24th Mr. Swinney replaced the receptacles in the chemical building. It was found that the exposure to the chemicals previously used in that building were destructive to the receptacles.

On February 24th Watson Water contacted the office regarding the testing and requirement of a pressure valve at the plant. Excel excavating was contacted about the installation of a valve. The valve was installed on February 27th. Stemler plumbing has been contacted about inspecting the valve and submitting the results to Watson Water.

On February 24th Mr. Ingram met with Excel Excavating and discussed relocating or removing cleanouts that are located in drainage ditches near the road right of way as this could interfere with drainage repairs.

On February 27th the resident at 1810 Flintlock reported a sinkhole over the collection line in the roadway. On February 28th OPCD personnel dye tested the sinkhole and found no infiltration into the collection system. The sinkhole was filled with cold patch following the inspection.

On February 28th Bailey Safety conducted training for OPCD personnel. the training topic was "Introduction to OSHA".

On February 20th OPCD personnel participated in drainage maintenance. The work area for that day was the Riverside Ditch. The section of the ditch running from Laurel Drive to Lancassange Creek had debris that was preventing the natural erosion of the stream bed. This area was cleared to improve the upstream drainage of the ditch. OPCD personnel also cut and removed woody growth from the ditch in the Longview Drive area.

On February 25th, Mr. Herdt walked the Forest Drive, Hawthorne Lane and Beechwood Road areas and made field notes about improving drainage in the area. A preliminary plan to make roadside improvements based on elevations was to be presented to Jeffersonville City representatives.

On February 26 an updated After Rain Check form was provided to Mr. Burdin. Additional locations were added to the list which should improve the service to the district.

On February 28th OPCD personnel cleared debris from the pipe crossing Lancassange Creek behind the Harris Building.

On Tuesday February 18th Mr. Burdin and Mr. Herdt attended a follow-up meeting with the City of Jeffersonville regarding drainage issues in the Beechwood Road and Hawthorn Lane area. More information was required to create a plan for addressing these issues.

On March 2nd, Mr. Herdt and Mr. Ingram met with Jeffersonville City representatives to discuss a plan to make drainage improvements in the area Mr. Herdt inspected on February 25th. It was recommended that the City regrade the Hawthorne Lane ditch line to flow to Forest Drive and then to Beechwood Road in order to resolve standing water issues on Hawthorne. It was also recommended that the City make any needed improvements in Wathen Park to facilitate the stormwater flow under Allison Lane. Culvert pipes at Forest and Surrey were shown to be nonfunctional and a pipe under the road at 25 Forest Drive was scheduled to be replaced. Oak Park will undertake some roadside improvements in this same area in cooperation with and in coordination with the City. Mr. John Walling said that the Hawthorne Lane project will be placed high on the list of projects for the City this spring.

On February 20th Mr. Burdin and Mr. Ingram met with Ms. Molnar from 3305 Castlewood to discuss the elevation findings of her property and discuss options for addressing the ongoing drainage issues with the property. An additional meeting has been scheduled for March 12th.

Mr. Herdt requested the Secretary/Treasurer's Report. The 2019 SDAR annual report has been submitted online. A copy of the report was presented and approved by all Board members.

Tracy Hardin met with the staff on February 26th to discuss questions on the healthcare policies. Renewal options were presented. There is a slight increase in the premiums for the current policy. Switching to a new policy now would either result in decreased coverage or increased premiums.

The advertisement for legal services was printed in the News and Tribune on February 21st. There have been no responses to the advertisement.

The financial computer has been having issues with email and slow processing. While entering payroll on March 1st, the computer froze. It was later discovered that on all but one employee's checks, there was no taxes deducted. Mrs. Burton contacted Intuit and was told that the only option was to deduct the missing taxes on the next paycheck. Tax Liabilities were adjusted by Intuit to avoid late fees on filing. CrystaLink also worked on the computer for two days. The computer seems to be working now.

Quickbooks is requiring an upgrade to the 2020 version of the software prior to May 1st of this year. The software has already been purchased and will be installed by CrystaLink.

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

Mr. Herdt requested any new business. Mr. Storz inquired if the elevations on Allison Lane had been completed. Mr. Ingram responded that the elevations have been completed.

The Board agreed to pay Mr. Herdt for two additional meetings for time worked on the lawsuit research.

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

Respectfully Submitted,



Amy Burton
Secretary & Financial Clerk,
Oak Park Conservancy District

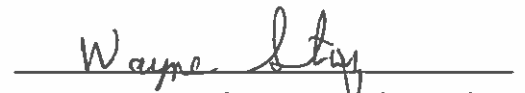
We the undersigned, have examined the minutes of the Regular Board Meeting held on March 4, 2020 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member