



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

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

The August 5, 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  
Wayne Storz – Board Member  
Marshall Johnson– Vice Chairman  
Keith Ingram – Superintendent (via call-in)  
Amy Burton- Secretary / Financial Clerk  
Nathan Swinney – Assistant Superintendent  
Derrick VanCleve – Employee  
Tyler Trich - Employee

The Minutes for the meeting held on July 22, 2020 were approved as written.

**Mr. Herdt requested old business.** Discussion was held on the updated Election procedures. No final decision made.

The 2021 budget was discussed. Worksheets will be available at the next meeting to finalize submission reports.

The grit removal system has a 4-month projected delivery date for the new equipment.

The Lancassange Station needs to be worked on as soon as possible. The station cannot be safely entered due to the electric lines that are lying across the entry.

It may be necessary to use an additional appropriation due to the repairs and upgrades needed for the system and the plant.

**Mr. Herdt requested the Wastewater and Stormwater Reports.** Due to Mr. Ingram calling in, Mr. Swinney presented the reports. On July 20th Crystalink continued working on restoring operational programs used for payroll and employee time tracking. An annual service agreement was required to restore our pay-clock functions.

On July 23rd removable backup devices were ordered to allow additional backups of desktop computer data as well as server and operational program data.

On July 27th, a temporary schedule was created for daily lab work ahead of Ms. Guinn's starting date of August 17th.

On July 22nd Gripp Inc. was contacted regarding the cooling unit for the influent sampler not performing properly. It was found that the cooling units have a 2-year replacement warranty. We are currently going through the troubleshooting steps required by the cooler manufacturer.

On July 23rd Mr. Swinney replaced the blower located at the holding tank. Oil leakage of the blower prompted the replacement. The removed blower was sent to Aspire Industries for repairs.

On July 28th Excel Excavating made repairs to the injection pit for the forced mains entering the plant. It was found that there was a leak within the pit. Fortunately, a fitting on the injection ring had failed, all injection hose fittings were removed, and pipe plugs were installed.

On July 22nd tap locations were confirmed for additional homes being constructed in the Aberdeen Place subdivision.

On July 30th Mr. Ingram met with Mr. Hunt from Dukes Root Control and discussed warranty items along with new system maintenance services that they now provide.

On July 27th Mr. Burdin and OPCD personnel made additional improvements to the drainage swale that was created at 225 Forest Drive. On Friday July 31st, the resident at 225 Forest Drive contacted the office and expressed concerns about downstream obstruction of the roadside drainage. Mr. Ingram recommended that the City of Jeffersonville be contacted to address additional roadside drainage issues.

On July 28th, the resident at 306 Webster Blvd contacted the office with concerns over the vegetation in the Riverside ditch. It was explained that the maintenance in the ditch is a fall winter project. A commitment was made to inspect the area of concern and perform maintenance that could safely be performed.

**Mr. Herdt requested the Secretary/Treasurer's Report.** Mrs. Burton continues to work on re-building office forms that were lost during the server transfer.

The Bank statements have been balanced for July. Mr. Storz has reviewed the statements and signed off.

Discussion was held on new precautions for Covid19 risk due to the possible exposure of an employee. So far, more hand sanitizers, Kleenex, masks. New W-4 forms were presented to all employees so that they could make changes to their withholding taxes since data was re-entered into the payroll software. Due to the complexity of the new form all employees chose to stick with the old form at this time.

A motion to approve all submitted claims and financial reports was made and carried with a 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*

Amy Burton  
Secretary & Financial Clerk,  
Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on August 5, 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*

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Bruce Herdt, Chairman

*Marshall Johnson*

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Marshall Johnson, Vice Chairman

*Wayne Storz*

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Wayne Storz, Board Member