



WASTEWATER / STORMWATER

Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
September 16, 2020
5:30pm

The September 16, 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
Amy Burton - Secretary / Financial Clerk

The Minutes for the meeting held on September 2, 2020 were approved as written.

Mr. Herdt requested old business. Mrs. Burton has been working on submitting the necessary forms for the 2021 Budget. Budget hearings are scheduled for October 14 & 28 during the regular business meetings.

The replacement of the PLC is currently underway and will be installed within the upcoming weeks.

Mr. Ingram discussed the idea of a split generator project with the City of Jeffersonville. It was discovered that there is no way to split usage between the two stations since each has independent electrical services.

Mr. Herdt requested the Wastewater and Stormwater Reports. On August 31st, Mr. Ingram was contacted by Mr. Huckaby and was informed that he would be leaving his position at QK4. Mr. Ingram was assured that projects that are currently underway with QK4 will not be affected by Mr. Huckaby's departure.

On September 1st, Mr. Ingram requested and received a quote for a replacement vehicle for the 2012 Chevrolet Silverado. Continuing mechanical and electrical issues prompted the replacement of the vehicle. The quote was presented to and approved by the board of directors on September 2nd. The vehicle was added to the OPCD fleet on September 3rd.

On September 2nd, Mr. Ingram contacted the Pay Clock technical support regarding the outside staff time clock not working. Technical support was able to restore the time clock to an operational status. On September 8th, Mr. Ingram's access to the Pay Clock was denied and his employment status had been moved to inactive. On September 8th, Mr. Ingram contacted Pay Clock and was informed that the account administrator, Crystalink, would have to contact them to correct the issue. An email was sent to Crystalink on September 9th, asking for the issue to be investigated and corrected. As of

yet, the issue has not been corrected. A follow up email was sent on September 11th. Crystalink has been notified that the Board wants a list of all Oak Park administrative users and passwords.

On September 3rd Advanced Documents Solutions serviced the Xerox copier in the front office. Mr. Ingram was informed the hard drive had possibly failed and required replacement. With approval, the hard drive was replaced on September 9th and the copier was returned to an operational status. Crystalink was contacted to re-map the machine to the new system. The Board agreed to not enter into an agreement with the company but will use their services if needed in the future.

On September 8th a meeting with Mr. Elder was held regarding current legal proceedings. In attendance were Mr. Herdt, Ms. Burton and Mr. Ingram.

On August 31st OPCD personnel began routine maintenance of cleaning the chlorine contact troughs. The chlorination and de-chlorination process were maintained throughout the cleaning process.

On August 31st, Mr. Ingram was informed that the air conditioner in the control room was not operating properly and needed replaced. A replacement unit was order and was installed on September 8th.

On September 1st, a final review of the new grit removal system was completed and accepted. The delivery and installation of the system is scheduled for the month of December.

On September 2nd, Beckmar Environmental collected samples for the required 3rd quarter testing to be submitted to IDEM. Sample results were received on September 10th. These results will be submitted to IDEM along with the September DMR/MRO.

On September 2nd, Teknon Controls backed up current copies of the plant PLC control program.

On September 8th, the Chevrolet 2500 was taken to Tony's Automotive for service to the brakes and a front-end alignment. The truck was returned on September 10th.

On September 8th Aspire Industries returned and installed the repaired skimming pit pump. It was found that one of the starter blocks in the control cabinet needed replacement. BMV was contacted to make the need repairs to that piece of equipment. A replacement starter block was installed on September 10th and the skimming pit was returned to full operation.

On September 8th Mr. Ingram approved a quote from Aspire Industries to rebuild the Muffin Monster for the holding tank. Mr. Ingram plans to use this repair to determine how to handle the repair of those items going forward. The repair cost is approximately 40% of the replacement cost.

On September 1st, a request for locate was received for 2611 Utica Pike, the locates were for the installation of sanitary lines. OPCD personnel located all infrastructure within the designated area for the request.

On September 2nd, while performing sewer cleaning in the 300 block of Fairwood Drive the cleaning nozzle encountered an obstruction and became lodged within the sewer line. After failed attempts to remove the cleaning nozzle the sewer line was TV'ed from the upstream manhole. The obstruction prevented OPCD personnel from determining the cause for the lodged cleaning nozzle. Excel Excavating was called in to make an emergency repair to the collection line at that location. It was found that the bottom of the clay collection line was damaged, and the cleaning nozzle had passed through the damaged area and had exited the pipe. The damaged pipe passed below a stormwater catch basin which was in poor condition and was failing also. The City of Jeffersonville Drainage Department was contacted about the catch basin. The collection line repairs were completed, and a new catch basin floor was poured on Friday September 4th. Repairs to the catch basin were completed on September 10th. Repairs were delayed to the catch basin due to a structure fire that occurred at a nearby home. The City of Jeffersonville will be funding the repairs on the drainage basin.

On September 9th material was ordered to enclose the fenced area of the Capitol Hills lift station. OPCD staff will be adding gravel to the area inside the fence to improve the appearance of the lift station.

On September 11th Robinson Pipe Cleaners began cleaning grease from the lift stations. A mechanical failure prevented the work from being completed. We will be contacted when the work can resume.

On August 31st, the resident at 315 Fairwood contacted the office regarding the requirements for performing sewer repairs for that residence. A permit for repairs has not been issued for this address yet.

On September 8th Mr. McKinley received the third and final Hepatitis B Vaccine shot.

On September 2nd and 3rd Mr. Burdin conducted after rain checks throughout the district.

On September 4th Mr. Burdin conducted dumpster inspections throughout the district as part of the MS4 program.

On September 4th Mr. Burdin conducted quarterly plant inspection as part of the MS4 program.

On September 4th Mr. Burdin conducted Lift Station inspections as part of the MS4 program.

On September 8th Mr. Burdin mowed the Riverside Ponds and the PamPaw Ditch.

On September 10th Mr. Burdin filled sink holes over the stormwater pipe at 1002 Assembly Drive.

It was reported that on September 10th while Mr. Burdin was mowing the North end of the drainage easement behind 921 Capitol Hills Drive the PTO on the DR mower would not engage. Mr. Swinney was asked to look at the mower to determine the issue and make any needed repairs.

On September 2nd, the resident at 229 Savannah Nicole Road reported a sinkhole in the side yard. Mr. Burdin inspected the area and contacted Excel Excavating to inspect the area as the sink hole is over a recent stormwater repair.

On September 4th, the resident at 3612 Blueberry Way contacted the office regarding sinkholes on the property. The resident was informed that OPCD personnel would inspect the area of concern. During the conversation, the resident was reminded that during a previous repair there was an attempt to determine the cause of sinkholes that were present on the property and there was no apparent contributing factor for the sink holes. OPCD personnel were sent to inspect the area and found there were sinkholes in the same area which was determined to be outside the OPCD area of responsibility. On September 9th, an email was sent to the board members and personnel from the City of Jeffersonville. After reviewing the platted designated easement, it was found that there was a 20' easement on the property. With new information OPCD personnel were instructed to fill in the sinkholes within the easement area on September 10th. While performing this task Mr. VanCleve stepped into a sinkhole along the privacy fence to the right side of the property. An incident report was filled out to document this incident. Mr. VanCleve did not require a medical evaluation at the time of this accident. The area in question is used to convey surface water runoff only, there is no buried infrastructure that OPCD maintains with the easement on this property.

On September 4th while locating utilities on the Noah's Ark property the property maintenance manager reported issues with drainage catch basins to OPCD personnel. This information has been passed along to Mr. Burdin for inspection and scheduling of any needed repairs.

Mr. Herdt requested the Secretary/Treasurer's Report. Mrs. Burton has been working on submission of 2021 Budget documents through GATEWAY.

The Minutes for the website have been updated by Mrs. Burton. Reports posted on the website have also been saved to the new computer system since they were lost when the computer system crashed.

September 30, 2020 will be the next payday. There will not be a meeting, but checks will need to be signed.

The plant insurance policies have been paid in full at the discounted rates.

A review of the stormwater ordinances will need to be reviewed to determine if penalties can be imposed if a property owner does not maintain their easement. (Can OPCD maintain and charge the owner if its has not been properly maintained?)

A motion to approve all submitted claims and financial reports was made and carried with a 3-0.

Mr. Herdt requested any new business. Mr. Ingram recommended rate increases for Tyler Trich, Derrick VanCleve, and Austin McKinley. A motion was made and carried with a 3-0 vote for the respective amounts as outlined on the Wage Increase Forms signed by the Directors.

A motion was made to pay Mr. Herdt for 2 extra meetings (meeting with Elder and research on lawsuit). Motion carried with 3-0 vote.

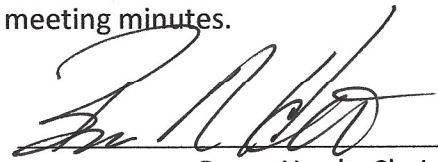
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.


Respectfully Submitted,

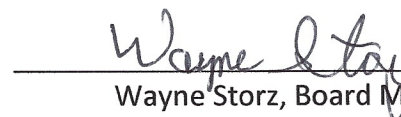


Amy Burton
Secretary & Financial Clerk,
Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on September 16, 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