



WASTEWATER / STORMWATER

Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
November 10, 2020  
5:30pm

**SCANNED**  
Minutes 11/10/2020

The November 10, 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 October 28, 2020 were approved as submitted.

**Mr. Herdt requested old business.** All old Business was discussed with the Department Reports below.

**Mr. Herdt requested the Wastewater and Stormwater Reports.** On October 26<sup>th</sup> Estes contacted the office asking about the sludge hauling for the 2021 calendar year. Mr. Ingram requested a price update for the hauling of sludge to be submitted for consideration.

On November 2<sup>nd</sup> the server and firewall access information was provided by CrystalLink. Information will be stored locally along with additional operating software data.

On November 2<sup>nd</sup> an email was sent to Mr. Ashack asking for additional information for moving forward with acquiring an alternate location for the placement of a portable generator used for the Lancassange lift station. While searching through historical data, it was found that there was an untitled parcel that contained the lift station. The information was provided to Ms. Burton to determine why the parcel appears to have been removed. Ms. Burton found proof that a sum of \$200.00 was paid to the property owners, Mr. and Mrs. A. L. Smith for a warranty deed dated November 28<sup>th</sup>, 1962 for the property currently occupied by the Lancassange lift station. In 2012, the City of Jeffersonville purchased the land from Mr. Muncy and for some unknown reason, that parcel was included back in the Muncy property.

On November 4<sup>th</sup> Mr. Ingram participated in jury duty.

On November 5<sup>th</sup> Mr. Stark with IDEM conducted the annual inspection of operations of the plant. An additional inspection of the collection system was also conducted. A list of changes to the documentation process for lab operations was created and have been carried out. The report of the inspection was received on November 9<sup>th</sup> and has been provided to all board members for review.

On October 26<sup>th</sup> disposable masks were ordered from Amazon. The new required PPE will be available for operational personnel. The masks will also become a stock item on our plant inventory list.

On October 26<sup>th</sup> Mr. Ingram provided information to West Texas Boring Company who is installing conduit along Allison Lane. The depth of the station and forced main was discussed and a depth recommendation of 20' from grade was suggested to avoid impacting our infrastructure. There were no issues as the work progressed past the lift station.

On October 29<sup>th</sup> Lancassange station seemed to be having issues with pump cycle times. BMV was contacted to evaluate the station and accumulated grease was manually removed on October 30<sup>th</sup>. It was found that float issues were causing sporadic issues, therefore; the questionable floats were replaced.

On October 30<sup>th</sup> the manhole riser at the intersection of Fairwood and Webster was replaced by Excel Excavating due to damage to the structure. While performing the repairs a potential road collapse was discovered. Dye testing indicated possible damage to the collection line feeding into the manhole. Repairs were made to the collection line on November 2<sup>nd</sup>.

On November 3<sup>rd</sup> the modified floating aerator was returned from Aspire industries. The aerator was returned to service on November 6<sup>th</sup>. The aerator will be evaluated prior to duplicating those changes on the additional floating aerator.

On October 29<sup>th</sup>, the resident at 2908 North Walford Drive contacted the office and reported a possible backup of the system. Following 2.45" of rain, the collection lines at that location were found to be surged however the backflow prevention device at that location appeared to be doing its job preventing liquid from entering the residence from the collection lines.

On November 3<sup>rd</sup> OPCD personnel participated in SDS, GHS training. Bailey Safety conducted the training.

There has not been a date scheduled for the final quarterly SWAC meeting.

**Mr. Herdt requested the Secretary/Treasurer's Report.** Nominations for directorship of Area 2 are due in the office before December 1<sup>st</sup>. One publication for the annual meeting/election will need to be scheduled no less than 14 days and no more than 31 days prior to the date of the meeting.

Ms. Burton has received the updated list of freeholders from the Auditor's office via email. This document will be used to verify all persons involved in the election.

Ms. Burton received a check from the United States Treasurer for a refund to the 3<sup>rd</sup> quarter of 2019. This was deposited back into the payroll account and will be used for future tax payments.

A draft calendar for 2021 was presented so that meeting dates could be scheduled.

The annual Census Report will be filled out by Ms. Burton prior to the December 15<sup>th</sup> deadline.

Ms. Burton suggested that the clothing allowance for employees be increased due to price increases of items needed for the job. The Board agreed to increase the allowance for all employees to \$200.00 annually.

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

**Mr. Herdt requested any new business.** Departmental reports from Mr. Swinney and Mr. Burdin were provided to the Directors for review of operational duties.

Mr. Ingram presented a quote from Aspire Industries for finishing and insulating the dumpster side of the sludge building. The \$10,643.00 needed for this project could be paid out of the sewer budget for 2020. A motion to move forward with this request was made and carried with a 3-0 vote.

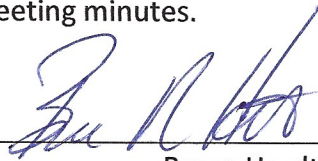
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,



Amy Burton  
Secretary & Financial Clerk,  
Oak Park Conservancy District

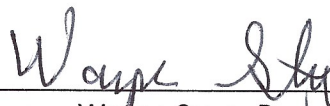
We the undersigned, have examined the minutes of the Regular Board Meeting held on November 10, 2020 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member