



WASTEWATER / STORMWATER

Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
December 9, 2020
5:30pm

The December 9, 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 November 10th and November 25th were approved as submitted.

Mr. Robert Campbell of QK4 was present to discuss the progress on the Allison Lane and Lancassange Station upgrades. This project started over a year ago and, to date, there have been no completed drawings. The goal was to have bids or quotes prior to the end of the year. Mr. Campbell stated he felt they could get the engineering done before the end of the year but that would not leave enough time to get pricing completed.

Mr. Herdt requested old business. Mr. Ingram has the Purchase Order for the second screw press ready to submit.

All old Business was discussed with the Department Reports below.

Mr. Herdt requested the Wastewater and Stormwater Reports. On December 4th Mr. Ingram was informed that an employee may have been exposed to the Covid-19 virus. The employee was instructed to be tested and has been placed on furlough pending the Covid-19 test results. The results came back negative and the employee will be returning to work tomorrow.

During the week of November 23rd, sheet metal work was performed in the sludge building drive through. The ceiling is complete and work on the walls is underway.

On November 23rd Aspire Industries began retrofitting the #4 aerator to address the failed bushing issue. The aerator was taken to their location to perform the work.

On November 23rd Mr. Ingram submitted the October DMR/MRO electronically to IDEM. There was a 98% removal of CBOD and a 97% removal of SS. There were no violations during the month of October.

On December 3rd OPCD personnel installed the replacement actuator head for the #3 T-valve. Programing issues with the actuator head has delayed the unit being operated in the remote setting

(connected to the control room PLC). BMV was contacted to inspect the actuator on December 8th. It was determined that a service tech from AUMA needed to be called in to check the actuator head.

On November 26th OPCD personnel responded to a backup in the Allison Lane and Wildwood Road area near midnight. A resident in the area posted a complaint on an Oak Park Facebook page. Mr. Crouch shared the post to inform the district that there had been some activity within our system. Mr. Ingram informed Mr. Crouch that the work had been performed by OPCD personnel and thanked him for keeping us informed.

On November 3rd Bailey Safety conducted a plant safety audit. All items of concern on the report have been addressed. A copy of the report was available for review.

During the week of November 30th Excel Excavating began performing maintenance to the drainage ditch running behind the homes in the Allison Lane and Wildwood Road area.

On November 24th drainage work was being performed on Hawthorn Lane by the City of Jeffersonville. Culvert pipes have also been replaced under the roads at Mockingbird Circle, Surrey Lane and at 25 Forest Drive.

Mr. Herdt requested the Secretary/Treasurer's Report. Mr. Herdt was the only nominee for director of area 2. Ms. Burton has been working on the documents to file with the court to dispense with the election and name the sole nominee, director.

Resolution 2020-04 was present to schedule the 2021 Board meeting dates. The Resolution was passed with a motion and 3-0 vote to accept the Resolution as submitted.

Resolution 2020-05 was presented to increase the clothing allowance for employees to \$200.00 annually.

Tax Settlements have been received via direct deposit in the following amounts:

Sewer General - \$769,240.10

CIF - \$60,923.11

Drainage - \$37,743.54

Fields of Lancassange Special Benefits Tax - \$4,260.35

October and November Bank statements have been balanced and signed off by Mr. Storz.

Ms. Burton has been working on the end of the year employee benefits and will be working with Mr. Ingram on the encumbrances for the last meeting in 2020.

There was an issue with the QuickBooks payroll due to the credit card on file expiring. Ms. Burton worked with online support and got the issue corrected.

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 advised the Board that the office would be closed on December 23 at noon for the annual employee Christmas dinner.

Mr. Ingram and Ms. Burton requested that the Board approve unused vacation time to be paid out due to the circumstances caused by the Covid19 pandemic. The Board agreed that unused 2020 vacations could be paid out for those that were not able to take the time off. This only applies to 2020 calendar year.

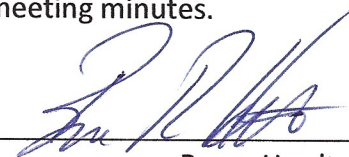
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,



Amy Burton
Secretary & Financial Clerk,
Oak Park Conservancy District

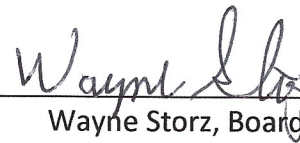
We the undersigned, have examined the minutes of the Regular Board Meeting held on December 9, 2020 and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member