



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
February 2, 2022  
5:30pm

The February 2<sup>nd</sup> 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 (ABSENT)
- Wayne Storz – Board Member
- Keith Ingram – Superintendent
- Amy Burton - Secretary / Financial Clerk

The Minutes for the meeting held on January 19<sup>th</sup> were approved as submitted.

**Mr. Herdt requested old business.** The Assistant Superintendent and the Stormwater Foreman submitted reports for the board to view.

All other old business was discussed within the departmental reports below.

**Mr. Herdt requested the Wastewater and Stormwater Reports.** On January 18<sup>th</sup> a trial period for a web builder program through GoDaddy was scheduled to begin being billed on January 20<sup>th</sup>. The subscription to the program was canceled the same day.

On January 18<sup>th</sup> Mr. Ingram contacted Mr. McDonald with Tecnon Controls and requested guidance and recommendations for a SCADA system. They will be meeting soon to discuss the needs and wants of OPCD to provide a more accurate proposal for that service.

On January 19<sup>th</sup> after restoring editing capabilities for the website the scheduled meeting dates for the 2022 calendar year were updated.

On January 21<sup>st</sup> Mr. Ingram met with Mr. Stiff from BMV to discuss the scheduled commissioning date for the Huber Screw Press. Mr. Stiff will be the new contact as Mr. Mueller has retired.

On January 21<sup>st</sup> an email was sent to Mr. Jones with Renaissance Design Build to check the status of the Allison Lane project. On January 26<sup>th</sup> Mr. Ingram was inform that the plans are being finished and the construction bid documents are being put together. Mr. Ingram will be contacted to schedule a meeting to review the bid packet upon its completion.

On January 22<sup>nd</sup> Mr. Ingram submitted a quote request for a stand-alone crane from Gorbel Cranes. On January 24<sup>th</sup> Mr. Riehl with Wolter (Bohnert Equipment Co.) from Louisville responded to the

request. On January 26th Mr. Riehl visited the plant to get a better assessment of our needs. Mr. Ingram was invited to inspect the Gorbelt cranes installed at Zoeller Pump on January 28<sup>th</sup>.

On January 25th Mr. Ingram contacted Highway Press to check the status of the newsletter. Mr. Ingram was informed that the newsletters were mailed out on January 24th and the mailing was delayed due to material shortages.

On January 25<sup>th</sup> W-2's for the 2021 calendar year were distributed to all OPCD personnel.

On January 18<sup>th</sup> an order was submitted for the 2022 DMRQA testing package.

On January 18<sup>th</sup> a purchase order was submitted to Mettler Toledo for the annual service agreement for the lab analytical balance.

On January 18<sup>th</sup> the bottom pump of the holding tank was found to not be operating. Troubleshooting of the pump found the windings were shorted out. Aspire Industries was contacted to make repairs to that pump. The pump was returned and reinstalled on January 25<sup>th</sup>.

On January 24<sup>th</sup> Mr. Ingram contacted Wilden Pump and requested a recommendation for a pneumatic solenoid valve for controlling the diaphragm pumps. Mr. Ingram received a quote for a control valve; however, Mr. Ingram will be checking locally for a more economical option.

On January 26<sup>th</sup> Advanced Fabricators delivered the screw conveyors for the sludge building. The drive units are to be installed in February upon their delivery.

Increasing levels of rags are obstructing the pumps at the Allison Lane lift station. Mr. Ingram will be contacting the apartments and businesses that feed into that lift station to express concerns and request that the tenants be reminded not to introduce non flushable items into the collection system. The possibility of installing a grinder to protect that pump station was discussed.

Aspire Industries has been working at the Lancassange lift station to make final adjustments to the emulsifier / blower system that has been installed at that location.

On January 21<sup>st</sup> Bailey Safety conducted a training of the plant auditing process. During the meeting items were discussed that have been mentioned during previous audits.

**Mr. Herdt requested the Secretary/Treasurer's Report.** The 2021 Sanitary Sewer Fee invoices were mailed to the non-profit entities in the district. Payments are due by March 1<sup>st</sup>.

New Hope Services has called in response to the invoice asking if the amount could be paid in two payments. They were informed that two payments are fine as long as the payments are paid in a prompt manner.

Family Ark called in response to the invoice stating that they only have 7 buildings and were billed for 8. An adjustment will be made on the invoice to reflect this change. OPCD personnel will perform an inspection to verify the number of buildings.

The newsletter has been mailed to the district property owners. There was one response from a property owner regarding backflow prevention devices and how to tell if they had one. Their property is in the Fields of Lancassange and there is no record of backup issues in their area.

Ms. Burton completed the W-2 and W-3 Forms for 2021. The forms have been submitted to the IRS/SSA and DOR for Indiana and Kentucky. Copies were given to employees prior to January 31<sup>st</sup>.

The Annual Survey for the Census Bureau has been submitted online.

Greater Clark County Schools has paid the 2021 Sanitary Sewer Fees as billed.

Bank Statements were balanced for January 2022 and were checked by Mr. Storz.

A motion to approve all submitted claims and financial reports was made and carried with a 2-0.

**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

Secretary & Financial Clerk,

Oak Park Conservancy District

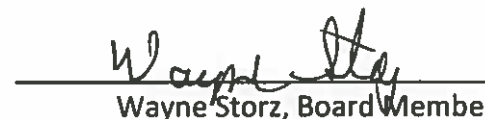
We the undersigned, have examined the minutes of the Regular Board Meeting held on February 2, 2022, and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman

Absent

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Marshall Johnson, Vice Chairman



Wayne Storz, Board Member