



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
February 15, 2023
5:30pm

The February 15th 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
Charlie Milburn- Board Member
Keith Ingram – Superintendent
Amy Burton - Secretary / Financial Clerk

The Minutes for the meeting held on February 1st were approved by the Board as submitted.

Mr. Herdt requested Old Business. Training on the Boyce System continues. Lisa from Boyce was onsite for training on February 7th.

After reconsideration, the purchase of the GMC Terrain was not made. Another purchase will be brought to the Board at a later date.

All other old business was discussed within the department reports.

Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports. On January 30th a purchase order was issued to Mettler Toledo for the 2023 service contract for the lab analytical balance.

On February 2nd a purchase order was submitted for 2022 Chevrolet 4500HD Crane Truck. The 2019 Chevy 2500HD Utility truck was traded in as part of this purchase. Possession of the crane truck was taken on February 3rd. An inspection of the vehicle found operational issues with the crane. Reading Truck was contacted regarding this issue and a warranted service date was established to address the operational issues. On February 6th Ms. Burton contacted Diversified and made the necessary changes to the vehicle insurance policy.

On February 10th the annual narratives for the 2022 calendar year were prepared. Copies will be provided to the board members for review prior to submittal.

On February 10th notice was received from IDEM that the DMR-QA final report provided from ERA Watters was not acceptable and a signed copy needed to be provided. A signed copy of the DMR-QA was promptly submitted to IDEM.

During the week of February 6th Aspire Industries began delivering material for the holding tank bridge improvements.

On February 6th Blankenbeker & Associates was contacted regarding the property development at 3401 Middle Road. At this point, grading of the property is being performed. The residential design of the property has not been completed. A map identifying the location and elevations of the nearest OPCD sanitary collection lines was provided to Kevin Taff for design purposes.

On February 10th Excel Excavating began working on the entry hatch replacement for the Allison Ln lift station.

On January 31st the resident at 812 Allison Ln reported a possible backup. Upon inspection, the collection lines were found to be clear and flowing. The property owner was informed of those findings.

On February 9th the resident at 3 Mockingbird Circle reported a possible backup. Responding personnel found the collection lines were surged. OPCD personnel promptly cleared the obstruction. An inspection of that part of the collection system found the pumps at the Beechwood lift station were not operating. The overloads were reset for both pumps and the station was returned to normal operations.

On January 27th an OPCD employee tested positive for Covid-19. The employee returned to work on February 1st following the recommended 5-day quarantine period.

On February 9th Mr. Ingram attended the first quarterly SWAC meeting for the 2023 calendar year. Items discussed included the updating of drainage mapping, reporting requirements and training for MS4 personnel.

On February 3rd OPCD personnel removed a log that was blocking Lancassange Creek behind the Harris Building. The elevated sanitary line that crosses the creek at that location is inspected following rains events of a half inch or greater. This location has a history of collecting debris following heavy rains.

Mr. Herdt requested the Secretary and Financial Reports. Ms. Burton has been working on the Annual SDAR that is due by March 1st. The new Keystone system has made the process much easier to submit by uploading the report.

Ms. Burton has successfully balanced bank statement for the Keystone system and was able to close December and the 2022 year.

Mr. Herdt suggested that Ms. Guinn be assigned the letters to the Commercial and non-profit exempt property owners informing each owner of the new rate that will be due for Sanitary Services in 2023.

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

Mr. Herdt requested any new business. Mr. Ingram requested a \$.75 cost of living increase per hour for all employees. Mr. Ingram also requested a \$.50 per hour Merit increase for Blake Brunson. The request was approved by motion 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

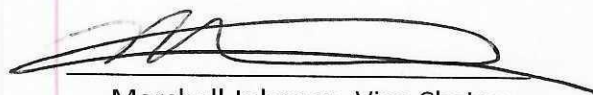
Secretary & Financial Clerk,

Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on February 15, 2023, 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



Charlie Milburn, Board Member