



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
March 16, 2022  
5:30pm

The March 16<sup>th</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  
Wayne Storz – Board Member  
Keith Ingram – Superintendent  
Amy Burton - Secretary / Financial Clerk

The Minutes for the meeting held on March 2<sup>nd</sup> were approved as submitted.

**Mr. Herdt requested old business.** The IDNR has listed the 30-day construction notice for the Allison Lane Station upgrades. A timeline was presented to the Board by Renaissance Design Build for bid to be opened at the April 27<sup>th</sup> Board Meeting.

The second screw press is installed and has been working since March 9<sup>th</sup>.

Reports from the Assistant Superintendent and Foreman were submitted for review by the board.

Mr. Ingram will be putting a study guide together for Class 1 certification review.

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

**Mr. Herdt requested the Wastewater and Stormwater Reports.** On March 3<sup>rd</sup>, a copy of the proposed OPCD Easement Agreement was sent to Mr. Gillenwater for review as requested by Mr. Herdt. To date there has been no feedback from Mr. Gillenwater.

On March 3<sup>rd</sup> Mr. Ingram was contacted by USA Bluebook and informed that the portable flow meters he had inquired about have become available. Mr. Ingram requested a quote for two meters and supporting hardware for use with the flow meters. A purchase order was submitted on March 4<sup>th</sup> for those items in the amount of \$10,740.82. The order was received on or about March 10<sup>th</sup>.

On February 28<sup>th</sup> Mr. Ingram received notice that an opening was available for commissioning the new screw press. The offer was accepted for March 8<sup>th</sup>. BMV was contacted and scheduled to be onsite for the startup.

On March 2<sup>nd</sup> BMV wired in the screw conveyor that will be used with the new press. When it was started, it was determined that the conveyor was operating at an excessive speed. A VFD was

ordered to control the conveyor operations. The VFD was installed on March 8<sup>th</sup>. Another VFD was ordered for the additional screw conveyor due to limited availability of that item.

On March 4<sup>th</sup>, a replacement control board was ordered for the effluent sampler due to a failure of the control screen.

On March 8<sup>th</sup>, the HUBER service technician began the commissioning process for the screw press. Minor wiring corrections were made, and processing of sludge began on that day. On March 9<sup>th</sup>, the technician oversaw the operational process and monitored the press for several hours. A refresher training was provided for personnel to address any questions or concerns with the operation of the presses. The commissioning was completed on the same day.

On March 11<sup>th</sup> BMV relocated the disconnection switch for the backup pump in the holding tank.

On February 28<sup>th</sup>, an OPCD employee was involved in a vehicle accident while enroute to work. Due to the severity of the accident the employee will be off work until they receive medical clearance to return to work. The employee returned to work with no medical restrictions on March 9<sup>th</sup>.

On March 2<sup>nd</sup> OPCD personnel mowed the Pam Paw ditch and cleared woody growth in the rear easements between 602 and 606 Higgins Drive.

On March 10<sup>th</sup> OPCD personnel cleared woody growth from the rear easement of the 900 block of Pennsylvania Ave (Dog Alley). Woody growth was removed from the rear easement at 801 & 803 River Oaks Drive also.

On March 9<sup>th</sup> Excel Excavating began working at 408 and 302 Reba Jackson in the Fields of Lancassange subdivision. The work at 408 Reba Jackson will be the regrading of the drainage ditch in the easement. Riprap will be added to armor the ditch line and reduce the velocity of the stormwater runoff. The work at 302 Reba Jackson will be the removal of the existing headwall and the extension of the stormwater pipe. The pipe will discharge into a bed of Riprap to prevent scouring and erosion.

On March 7<sup>th</sup>, the resident at 83 Forest Drive contacted the office with concerns of the drainage conditions in their back yard. An inspection of the property found that there were no apparent issues within the easement.

On March 11<sup>th</sup>, the property owner at 1002 Assembly contacted the office with concerns of sinkholes forming over the drainage pipe passing through their side yard. Mr. Burdin called in locates to access what other utilities are in the repair area. It was found that gas lines run adjacent to the stormwater pipe.

**Mr. Herdt requested the Secretary/Treasurer's Report.** There is one nonprofit group that has not paid the 2021 Sanitary Sewer Service Fees that were invoiced for \$460.00. A reminder will be sent.

A partial payment was received for the Aberdeen Woods billing. A balance of \$4140.00 remains due as per requested.

A partial payment was received for the Family Ark billing. A request was made to adjust off the remaining amount on the account due to two of the buildings on their property not being connected to the sanitary sewer lines. A site survey was performed to verify the connections and the Board agreed to waive the fees for the two buildings that are not connected.

The 2021 SDAR was submitted through the online Gateway system. An explanation of Ms. Burton's accident was forwarded to the DLGF and SBA since the submission was after the due date.

A meeting with Tracy Hardin and Jason Bishop has been scheduled for March 28<sup>th</sup> to discuss health care and AFLAC insurance renewals for employees. The current Dental and Life policies have decreased premiums.

March 30<sup>th</sup> will be a payday but will not be a meeting. Arrangements will be made for the checks to be signed.

A motion to approve all submitted claims and financial reports (except for two checks that were voided) was made and carried with a 3-0. The voided checks were corrected on the check registers.

**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

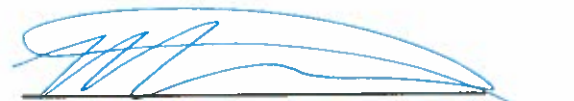
Secretary & Financial Clerk,

Oak Park Conservancy District

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



Marshall Johnson, Vice Chairman



Wayne Storz, Board Member