



WASTEWATER / STORMWATER

Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
April 27, 2022
5:30pm

The April 13th 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
Nathan Grimes- Engineer

A few guests were present during the bid opening and left prior to the rest of the meeting.

The Allison Lane upgrade project bidding was called closed as of 5:30pm on this day. Mr. Nathan Grimes opened the three sealed and submitted bid packets with the following results:

Dan Cristiani, base \$640,530, add 2 \$10,000, add 3 \$20,000
Mac Construction, base \$405,480, add 2 \$11,500, add 3 \$14,550
TRC, LLC, base \$385,000, add 2 \$9,080, add 3 \$9,080

All bids were taken under advisement pending further review.

The Minutes for the meeting held on April 13th were approved as submitted.

Mr. Herdt requested old business. All old business was discussed within the departmental reports below.

Mr. Herdt requested the Wastewater and Stormwater Reports. On April 12th the DMR / MRO for March was submitted electronically. There was a 99% removal of CBOD and a 97% removal of SS. There were no violations during the month of March.

On April 14th Steven Gregory contacted the office and discussed developing some property on Middle Rd. Per Mr. Gregory's request, a letter was provided by Mr. Ingram stating that OPCD would provide sanitary services for the proposed development.

On April 15th digital and hard copies were provided from Renaissance Design Build for the Allison Lane project. Mr. Herdt and Mr. Ingram attended the pre bid meeting on April 21st.

On April 20th a backup of Mr. Ingram's PC was performed. It took the computer 4.5 hours to completely back up the computer.

The water lines in the sludge building were rerouted to provide constant line pressure for the screw presses. The previous configuration resulted in low polymer pressure alarms and press shutdowns. The change has appeared to resolve this issue.

During the week of April 18th, the components for the sludge building crane were received. Mr. Riehl with Wolter Inc was informed of the delivery and will be providing an installation date by May 2nd.

On April 20th Aspire Industries pulled the pump on the grit system to check for an obstruction. It was found that the pump and discharge pipe had become clogged with settled material from the grit system. The pump and discharge pipe were cleared, and that piece of equipment was returned to service. Repairs to the 15" sanitary line connecting the grit system to the basin were repaired at the same time.

On April 21st new tires were installed on the Traverse. The brakes were serviced at this time also.

On April 11th the resident at 173 Forest reported possible sewage in the roadside ditch. An inspection of the collection lines found no obstruction and the lines were clear and flowing. A possible leak was found at the water meter pit. The property owner was informed of the situation, and it was recommended that Watson Water should be informed.

On April 12th training material for the Class I Wastewater certification test was provided to all OPCD personnel.

On April 22nd OPCD personnel participated in forklift training. All participating personnel completed the operator certification test.

Mr. Herdt requested the Secretary/Treasurer's Report. All non-profit accounts have paid in full. There are 0 outstanding payments due.

Necessary documents have been filled out and returned to Tracy Hardin for the upcoming Humana renewal of health benefits.

The State Board of Accounts is holding an examination of financial records for the years 2017-2020. Ms. Burton and Mr. Herdt were both present for the online conference with the State Board of Accounts. It was noted that the ISBA no longer approves of using QuickBooks software, but they would also not recommend any programs that are accepted. Ms. Burton has been researching local entities to get an idea of what kind of software they use. Several responses were for the Keystone Software. It is an approved software. Ms. Burton will be looing more into this program.

Requested reports from 2017 were scanned and sent to the SBA auditor.

A motion to approve all submitted claims and financial reports was made and carried with a 2-0. The voided checks were corrected on the check registers.

Mr. Herdt requested any new business. The Board agreed that Mr. Ingram should receive an additional \$50 on his next paycheck for filling in and completing the Secretary duties while Ms. Burton was out after a motor vehicle accident.

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 April 27, 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