



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
June 22, 2022  
5:30pm

The May 22<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
- Wayne Storz – Board Member -ABSENT
- Keith Ingram – Superintendent
- Amy Burton - Secretary / Financial Clerk

The Minutes for the meeting held on May 25<sup>th</sup> were approved as submitted by the Chairman of the Board.

**Mr. Herdt requested old business.** Ms. Burton is waiting on a response from Keystone Software. This software is an approved program by the State Board of Accounts.

Ms. Burton will attend a Budget Workshop via Teams Meeting on July 28<sup>th</sup> at 1:30pm.

There will be a hearing through the Court regarding the Sanitary Sewer Flat Rate Billing on August 17<sup>th</sup> at 1:30pm.

All old business was discussed within the departmental reports below.

**Mr. Herdt requested the Wastewater and Stormwater Reports.** On June 15<sup>th</sup> Aspire Industries submitted a quote for installation of pumps and a control cabinet at the Allison Ln Station. The quote price was \$26,900.00. The quoted pumps are grinder pumps. The Board agreed to move forward with this project and to store the current pump for emergency use.

On June 15<sup>th</sup> the signed agreement with the resident at 24 Park Ln was delivered to the office of Mr. Gillenwater for review and submittal to the Clark County Recorder's Office.

On June 6<sup>th</sup> Aspire Industries installed guide rail braces to the new secondary pump in the holding tank. Excess movement was occurring due to the length of the rails.

On June 8<sup>th</sup> River City Controls calibrated the plant flow meters. This is an annual requirement per the OPCD NPDES Permit.

On June 8<sup>th</sup> Mr. Ingram reviewed the DMRQA testing instruction with Ms. Guinn. On June 9<sup>th</sup> Ms. Guinn began performing the Quality Control Tests. The final test results will be completed on June 20<sup>th</sup>. Ms. Guinn will begin the Proficiency Testing upon completion of the Quality Control Tests. The results will be submitted to the reporting agency upon completion of the required tests.

On June 9<sup>th</sup> the DMR/MRO for May was submitted electronically. There was a 99% removal of SS and CBOD. There were no violations during the month of May.

Due to reported issues with obtaining Hach TNT test vials, Mr. Ingram ordered a 12-month supply of Ammonia and Phosphorus materials. The Phosphorus items have been delivered and the Ammonia items are on back order.

On June 13<sup>th</sup>, the air conditioner in the outside staff office failed to operate. A replacement unit was ordered from SWH. The unit was installed on June 14<sup>th</sup>.

A quote for replacement cooling units for both samplers was requested from Gripp Inc. The quote was received on June 17<sup>th</sup> and a purchase order was submitted on June 20<sup>th</sup> for the delivered price of \$4132.38.

On June 15<sup>th</sup> Mr. Ingram received notice from HUBER regarding the requested quote for upgrades to the older press control cabinet. A scheduled start up of the press after it has been relocated, wired in, and plumbed, should be received soon. Mr. Ingram sent a follow-up email and awaiting a response.

On June 6<sup>th</sup> locates were called in for the installation of the security fence for the Lancassange Station power pad. The fence was installed in the latter part of the week. Duke Energy will be contacted about the fence to allow them to provide a lock for access to the electric meter.

On June 13<sup>th</sup> Pebble Creek Station pumps were not working automatically. OPCD personnel monitored the station until the next morning. BMV was called in to troubleshoot the station and found an issue with the floats. The problem float was replaced, and the station was returned to a working state.

On June 13<sup>th</sup> the Jeffersonville Fire Marshall contacted the OPCD on call staff and reported an ongoing SSO at Beech Grove Apts. It was explained that OPCD does not maintain the collection lines within the apartment complex. Mr. Crouch with the City of Jeffersonville contacted the office regarding the issue on June 14<sup>th</sup>. Mr. Herdt suggested that an Ordinance be in place to clarify the responsibilities of housing complex owners.

On June 17<sup>th</sup> OPCD personnel participated in Heat Stress training. The training was conducted by Bailey Safety.

**Mr. Herdt requested the Secretary/Treasurer's Report.** Ms. Burton has reached out to Keystone Software for a price quote on financial programs and is awaiting a response.

The Pre-Budget worksheet has been submitted to the DLGF via Gateway. It was noted on the report that OPCD will be having a court hearing in August to switch the sewer portion of the OPCD tax to a flat rate.

Ms. Burton will participate in a budget workshop via Microsoft Teams on July 28<sup>th</sup> at 2:00pm.

Bank Statements for May were submitted for review.

Per Mr. Herdt's request, Ms. Burton will be contacting the Auditor's Office to obtain the most recent spreadsheet of commercial properties and single-family dwellings within the OPCD boundaries so that a solid count of customers to be billed is available for the EDU schedule.

The June Tax Settlement has been directly deposited into the OPCD accounts in the following amounts:

Sewer General-	\$95,408.73
CIF-	\$85,980.88
Drainage-	\$46,185.68
Fields of Lancassange	\$5191.25

Mr. Herdt requested the amount paid to Excel Excavating for the ditch along the Fields of Lancassange.

The direct deposits for employee payroll were delayed one day due to the office being open on June 19<sup>th</sup>. This being the first year that Juneteenth was observed as a federal holiday, it was not noted that banks would be closed.

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

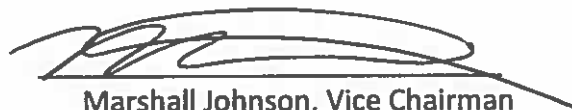
Secretary & Financial Clerk,

Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on June 22, 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

ABSENT

~~Wayne Storz, Board Member~~