



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
July 20, 2022  
5:30pm

The July 20, 2022, 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  
Charlie Milburn – Board Member  
Marshall Johnson– Board Member  
Keith Ingram – Superintendent  
Amy Burton - Absent

A motion was made to approve the submitted minutes for the meeting held on July 6, 2022. The motion was carried with a 2-0 vote.

***Mr. Herdt requested old business.***

Old business items were discussed during the wastewater and storm-water reports.

***Mr. Herdt requested the Wastewater and Stormwater Reports.***

The NPDES Permit renewal application is nearly completed and ready for submission. Mr. Ingram is waiting for the completed Toxicity Testing results to finalize the documentation that is required.

CrystaLink has been contacted to address recent technical issues with printers and operational software. Mr. Jessee will be scheduling an onsite visit during the week of July 18<sup>th</sup>.

On Tuesday July 5<sup>th</sup> the control cabinet for the Lancassange Station Muffin Monster was inspected to determine the cause of the unit not operating properly. It was determined that the PLC for the unit has failed. A purchase order was issued for a replacement PLC to JWC Environmental for \$1323.26 on Wednesday July 16<sup>th</sup>. There is a 3-to-6-week delivery window for the PLC.

On Wednesday July 6<sup>th</sup> it was observed that the control panel for the raw sampler was not responding. Two controllers were ordered from Teledyne ISCO to return the sampler to its normal operating condition. The extra controller will be added to our inventory to eliminate operational down time of the equipment in the future. The items were purchased online for a total of \$2269.58.

On Wednesday July 6<sup>th</sup> lab supplies were ordered from USA Bluebook. Due to material shortages, Mr. Ingram will be ordering items with longer shelf lives to reduce the chance of running out of lab supplies. Mr. Ingram does expect that the budgeted amount for line item 2212 will be exceeded this calendar year.

On Thursday July 7<sup>th</sup> Mr. MacDonald with Teknon Controls inspected the PLC controlling the plant operations. The PLC needed to be reset within the program to restore operational control of the T-Valves and RAS Pumps.

On Tuesday July 12<sup>th</sup> Excel Excavating performed concrete work at the plant. The flower bed in front of the office building was filled in and steps were installed to make a safer transition to the effluent channel.

On Wednesday July 13<sup>th</sup> the DMR/MRO for June was submitted electronically. There was a 99% removal of SS and CBOD for the month of June. There were no permit violations during the month of June.

It was noticed that the PLC for the older Huber Q-Press seemed to have the same fault as the control room PLC. Huber was contacted and a service order was requested to inspect the press to correct the existing PLC issue. Mr. Ingram has not received a scheduled service date at this point. Huber forwarded the service request to EleMech Incorporated. Mr. Ingram was contacted by a technician and the issue was resolved during a phone call.

On Wednesday July 13<sup>th</sup> Clarifier #1 was taken down for its annual inspection. New components were installed for the scum wiper while the clarifier was down. The clarifier was returned to operations on Friday July 15<sup>th</sup>.

On Wednesday July 13<sup>th</sup> a sinkhole was reported at 53 Forest Drive. OPCD personnel dye tested the sinkhole and found no signs of infiltration into our collect system.

Ms. Guinn was off work for a scheduled vacation from July 1<sup>st</sup> through July 8<sup>th</sup>.

Mr. Burdin was off work for a scheduled vacation from July 11<sup>th</sup> through July 17<sup>th</sup>.

To address the standing stormwater in the rear easement at 3008 Middle Road Excel Excavating returned an existing drainage ditch to its original elevation. The ditch had silted in and had become overgrown with heavy vegetation following repairs performed by the Army Corp of Engineers many years ago.

***Mr. Herdt requested the Secretary/Treasurer's Report.***

Ms. Burton received a property description file from Lindsey at the Auditor's office. Mr. Herdt requested that Ms. Burton schedule a joint meeting with the Auditor's office to obtain a more specific property information.

Ms. Burton spoke with Brian DeWitt regarding the Boyce Keystone Software. He will be scheduling a demonstration in late August/early September. At that time, they will get a better idea

of what our needs are and will get a quote together. He did mention they have an annual maintenance fee. They work very closely with SBA.

Ms. Burton contacted Mr. Gillenwater regarding the documents needed to be filed with the courts for Mr. Milburn's appointment. The completed document was available for review by the directors at the meeting.

Signature cards have not been received yet. All cards should be ready for signatures by the end of next week.

The workshop for the 2023 Budget was moved forward to July 19<sup>th</sup> at 11am and will be held via phone/computer. Cathy Stockhoff has returned to the DLGF and will be holding the workshop.

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. Johnson voiced his concern over the treatment plant closing earlier than the listed time of 4:00 PM. The issue was discussed, and it was agreed upon that the main office is to remain staffed until close of business to ensure service may be provided to the OPCD freeholders.

Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

Respectfully Submitted,



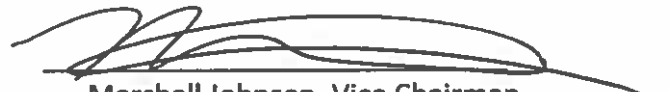
Keith Ingram  
Superintendent,  
Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on July 20, 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.



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Bruce Herdt, Chairman



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Marshall Johnson, Vice Chairman



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Charlie Milburn, Board Member