



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
January 4, 2023  
5:30pm

The January 5<sup>th</sup> Annual 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 December 28<sup>th</sup> were approved by the Board as submitted.

The meeting was turned over to Ms. Burton to hold the annual Election of Officers. Mr. Johnson moved that Mr. Herdt remain as Chairman, and Mr. Johnson remain as Vice Chairman. Mr. Milburn seconded the motion as it carried with a 3-0 vote.

The meeting was then turned back over to Chairman Herdt. Ms. Burton was appointed to remain as Secretary and Fiscal Officer of the Board by motion and a 3-0 vote.

Mr. Milburn gave his Oath of Office and signed the confirmative document.

**Mr. Herdt requested Old Business.** Training on the Boyce System continues. Payroll will be the next topic to learn. A date has not been set for the next training session. Ms. Burton will contact Boyce to get the date scheduled.

Mr. Ingram reported that certified letters were mailed to the properties that would be affected by the Beechwood Project.

**Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports.** On December 28<sup>th</sup> Mr. Ingram reviewed the information required for the General Payroll Form 99A for the 2022 Calendar year.

On December 28<sup>th</sup> Mr. Ingram reviewed the 2022 project list and adjusted the list for the 2023 calendar year.

On December 29<sup>th</sup> Mr. Ingram reviewed the updated estimate of the security surveillance system which was \$12,860 for a 13-camera system. A Purchase Order will be issued during the week of January 2<sup>nd</sup> for the new system.

On December 30<sup>th</sup> Beckmar Labs submitted the final sample results for the required quarterly effluent testing.

On December 31<sup>st</sup> an emergency callout was received for 1014 Allison Ln. A contractor performing a water repair struck a clay pipe that appeared to be an abandoned septic line. It was recommended that the contractor repair the damaged line to its original state. There was no indication that this was an active sanitary line for the home.

During the week of December 26<sup>th</sup>, Mr. Ingram continued reviewing the Stormwater Quality Management Plan in preparation for its submittal on January 5, 2023.

**Mr. Herdt requested the Secretary and Financial Reports.** Resolution 2022-03 was approved at the previous meeting and was signed by the directors at this meeting.

Ms. Burton has been working on the required monthly, quarterly, and annual reports.

The 2022 Annual tax distribution totals are as follows:

Sewer- \$1,664,046.73

Drainage-\$ 80,698.38

CIF-\$150,230.93

Fields of Lancassange-\$17,886.25

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

**Mr. Herdt requested any new business.** Mr. Ingram recommended that Mr. Trich and Mr. Brunson receive compensation for working the actual holidays that fell on the weekend. This situation is not accounted for in the Employee Handbook so an amendment would need to be made to the policy.

To make it easier, Mr. Herdt recommended adopting a new policy that includes the changes.

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

Respectfully Submitted,

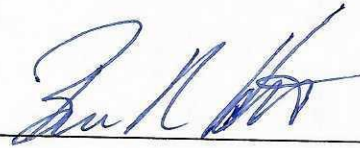



Amy Burton

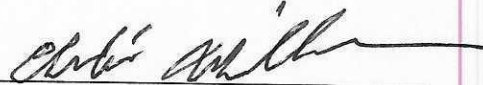
Secretary & Financial Clerk,

Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on January 4, 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.

  
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Bruce Herdt, Chairman

  
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Marshall Johnson, Vice Chairman

  
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Charlie Milburn, Board Member