



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
August 16, 2023  
5:30pm

The August 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  
Charlie Milburn- Board Member-ABSENT  
Keith Ingram – Superintendent  
Amy Burton - Secretary / Financial Clerk

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

**Mr. Herdt requested Old Business.** The first two projects along Wildwood Road have been completed by Excel Excavating. The final project will be scheduled to be completed during a school break due to the location being close to Riverside School.

All other business was discussed within the department reports.

**Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports.** On August 3<sup>rd</sup> Mr. Johns was informed that the board approved his request to connect the Middle Road Commons to the Oak Park collection system. It was also explained that our documentation required updating along with other conditions that must be agreed upon prior to the agreement being finalized. The updated documents were provided to Mr. Johns for review. Documents were available for final approval signatures at this meeting.

Mr. Gillenwater has reviewed and updated the “Agreement for Sanitary Service” to comply with the funding changes that OPCD has adopted over the years. Mr. Herdt mentioned that Mr. Gillenwater will be stepping back from his practice and will not be renewing his annual contract with OPCD. He has recommended an attorney that he has worked with over the years and will be taking over governmental clients. Mr. Herdt has also contacted Mr. Jake Elder to ask for a rate quote since he recently represented OPCD. No responses were received.

On August 9<sup>th</sup> the DMR/MRO for July was submitted electronically. There was a 99% removal of SS and CBOD during the month of July. There were no permit violations submitted with this report.

On August 4<sup>th</sup> Black Equipment serviced both forklifts as part of our annual maintenance program.

On August 10<sup>th</sup> the evaporator fans were replaced in the sampler cooling units. One of the two units was found to be operating correctly and was returned to service. The remaining unit failed to

properly cool and is not covered by the current warranty. Mr. Ingram will be issuing a purchase order for a replacement cooling unit.

The sewer project at Edgewood Ln and Wildwood Rd was postponed by one week. Excel began working on the project on August 7<sup>th</sup> and was completed on August 11<sup>th</sup>. Upon completion of the project the intersection was opened to traffic. The service tap for 59 Wildwood Rd was required to be moved due to its location. It was installed in the new Edgewood Ln manhole.

On July 31<sup>st</sup> Aspire Industries made repairs to the #2 pump at Lancassange Station. Due to the age of the pumps at that location Mr. Ingram will be researching pump replacement options for that station.

On August 9<sup>th</sup> a meeting was held with Mr. Bishoff to discuss a drainage restoration project along Wildwood Rd running from Allison Ln to Edgewood Ln. Upon completion, this would assist with drainage concerns associated with the home being constructed at 59 ½ Wildwood Dr. Mr. Bishoff has offered to have all culverts cleaned along the area of concern.

On August 2<sup>nd</sup> Mr. Crouch forwarded an email from the resident at 729 Dellinger concerning water standing in the rear easement. This property backs up to the properties at 726 and 728 Saratoga where OPCD personnel are working on a solution to this problem.

On August 7<sup>th</sup> the resident at 101 The Coutryard contacted the office over concerns of the property owner at 2920 Middle Rd not maintaining the property adjacent to Lancassange Creek. This concern was forwarded to the new Jeffersonville MS4 Coordinator.

The next SWAC meeting is scheduled for August 24<sup>th</sup>. Mr. Ingram plans to take a copy of the ILA to give to the new Jeffersonville MS4 Coordinator.

Mr. Herdt inquired about how the pumps at Allison Lane are working. Mr. Ingram said there were no issues so far.

**Mr. Herdt requested the Secretary and Financial Reports.** Commercial sewer payments continue to be received. There are about 12 payments still outstanding.

Ms. Burton received notice from PERF regarding an upcoming INPRS submittal Audit. The requested documents will need to be emailed by August 26<sup>th</sup>.

The DLGF Budget Workshop was rescheduled for August 11<sup>th</sup> at 1:45pm. Copies of the submittal were given to the Board for final review prior to submitting through Gateway. The deadline is September 3<sup>rd</sup>.

First Savings Bank moved to a new online system. While doing payroll, the bank was having issues with the system changes. Ms. Burton contacted Dana and was able to log-in; however, a new immediate destination was required in the Keystone software and could only be entered by a Keystone administrator. All issues were worked out and the direct deposits were sent in by 9am Tuesday morning. Dana assured Ms. Burton that the deposit would be processed to hit the banks on Wednesday as usual.

Staples no longer hosts their own credit card, future purchases will need to be processed with the WesBanco credit card.

Ms. Burton will update the website as time permits.

A motion to approve all submitted claims and financial reports was made and carried, with a 2-0 vote.

**Mr. Herdt requested any new business.** Mr. Ingram presented a quote to replace the 2500 Truck with a newer model. The Board approved the purchase with funds being paid out of the Drainage account.

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

Respectfully Submitted,

*Amy Burton*

Amy Burton

Secretary & Financial Clerk,

Oak Park Conservancy District

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



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman

ABSENT

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Charlie Milburn, Board Member