



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
November 22, 2023
5:30pm

The November 22nd 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 November 11th were approved by the Board as submitted.

Mr. Herdt requested Old Business. Deflection and pressure testing has been performed on the new project on Middle Road. Vacuum testing will begin in the upcoming weeks.

Discussion was held regarding the possibility of OPCD funding a larger portion of employee insurance premiums in lieu of rate increases for the upcoming year. More information should be reviewed at the upcoming meeting.

All other business was discussed within the department reports.

Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports. On November 9th Mr. Ingram contacted the BMV regarding unregistered vehicles. An email address was provided so that a list of vehicles with concerns could be submitted. All OPCD vehicles are currently insured. Mr. Ingram will update the Board with any information received.

On November 17th the DMR/MRO for October was submitted to IDEM. There was 99% removal on both CBOD and SS results. There were no violations reported in October.

On November 6th Mettler Toledo was contacted to service the analytical balance in the lab. The control screen is not responding to all buttons and is turning on and off randomly. The control screen was replaced on November 9th.

On November 8th the resident at 7 Portage Place reported a possible sanitary sewer back-up. OPCD personnel found the collection lines were surged and promptly cleared the lines with the sewer cleaning equipment.

On November 13th the property owner at 120 Webster Blvd contacted the office and reported a possible back up. Responding personnel found the collection lines were clear and flowing. After further discussion with the property owner, it was found that sewage had entered the home and slowly drained back into the lateral. The property is on a common lateral that contributed to this issue as the home is vacant at this time. The property owner was informed that a back flow prevention device

needs to be installed on the lateral as the home is no longer in compliance with the OPCD Sanitary Specifications.

On November 17th OPCD personnel participated in Fall Protection Training. The training was presented by Bailey Safety. A plant safety audit was conducted following the training.

On November 7th OPCD personnel mowed the paved drainage easement between the 900 block of Capitol Hills Blvd and Pennsylvania Ave (this area is also known as dog alley).

On November 14th a resident on Forest Drive contacted the office with concerns of their neighbor blowing leaves onto their property. It was explained that OPCD has no authority to address this issue.

Mr. Herdt requested the Secretary and Financial Reports. There are 5 Commercial Properties that have not paid their sewer billing. Ms. Burton sent certified letters giving a final deadline of November 25th to get payments submitted.

The PERF/INPRS audit has been completed but Ms. Burton has not been able to look over the results.

A letter has been sent to Amy Semones to invite her to meet with the Board to discuss the interlocal agreement between OPCD and the City of Jeffersonville. Ms. Semones was recently elected to the City Council representing the area that includes the District.

Ms. Burton has advertised inviting nominees for Area 1 of the Board. Nominations will be due in the OPCD office prior to December 1st with the election being held during the 2024 Annual Meeting.

Ms. Burton has been working on the 2024 Meeting Dates. The dates will be set once it is determined if an election will take place at the annual meeting.

Mr. Wilder's Legal service agreement for 2024 has been signed by Mr. Herdt.

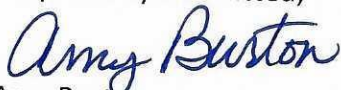
A motion to approve all submitted claims and financial reports was made and carried, with a 3-0 vote.

Mr. Herdt requested any new business. Mr. Ingram has projected that approximately \$53,000 should be left in the Sewer budget at the end of the year. Discussion was held on the possible solutions if additional appropriations are needed.

Discussion was held on the new inventory software and how to account for depreciation. Ms. Burton will be reaching out to the SBA to see if they have suggestions on how to make the inventory list more accurate.

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

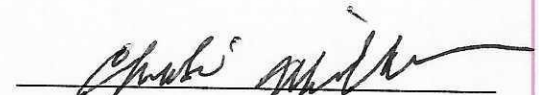
We the undersigned, have examined the minutes of the Regular Board Meeting held on November 22, 2023, and found them to be true and accurate representations of the events as conducted, with all additions and corrections being noted on the next public board meeting minutes.



Bruce Herdt, Chairman



Marshall Johnson, Vice Chairman



Charlie Milburn, Board Member