



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Annual Business Meeting
February 14, 2024
5:30pm

The February 14th regular 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 – ABSENT
Charlie Milburn – Board Member
Keith Ingram – Superintendent
Amy Burton – Secretary / Financial Clerk

The Minutes for the meeting held on January 31st were approved by the Board as submitted.

Mr. Herdt requested Old Business. Discussion was held on the draft resolution for changing the health insurance premiums for employees. A few adjustments will be made prior to passing this resolution.

Discussion was also held regarding a resolution to change employee benefits to include paid sick time beginning after two months of service. This resolution was also tabled. Insurance is scheduled to be renewed by May 1st.

Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports.

At the request of Mr. Herdt, Renaissance Design Build has been contacted to update the voting area descriptions for future election advertisements.

Proposed resolutions for changing insurance and sick time benefits have been made available for the board's review and consideration. This was discussed under old business and resolutions were tabled.

On February 2nd Keystone was contacted regarding access to historical accounting data with their software. A message was left regarding this concern.

On February 2nd a correction notice was received from IDEM regarding the reporting of E-coli and Coliform test performed throughout the remaining balance of time of the current NPDES permit.

On February 6th the DMR / MRO for January were submitted electronically to IDEM. There was a 99% removal of CBOD and a 98% removal of SS during January.

There was one (1) permit violation during the month of January. The violation was the SSO that occurred on January 18th at 1002 Executive Ct. A locate for that address has been received stating a backflow prevention device is being installed at this address.

On February 1st the boom truck was taken to Jim Jones Chevrolet to have manufacturer recall work performed.

On February 1st David and Sons began removing unwanted or damaged trees from the plant property. The work was completed on February 3rd.

On February 5th the plant outfalls were inspected. The conditions of the outfall and the required signage were found to be acceptable. Routine removal of vegetation will be performed ahead of foliage growth.

On February 8th equipment was purchased to update the video capture ability of the sewer TV trailer. All future inspections will now be digitally recorded.

On February 1st OPCD personnel cleared debris from the rear easement at 905 Seante Avenue. OPCD personnel also cleared debris from the rear easement between Senate Avenue and Assembly Drive.

On February 6th Excel Excavating began removing the accumulated sediment at the bridge located on Seilo Ridge North. The work was completed on February 9th. An inspection of the bridge at Blueberry Way found damage to the base of the receiving side of the bridge. The City of Jeffersonville and Clark County are to be notified prior to additional work being done to that drainage ditch.

Mr. Herdt requested the Secretary and Financial Reports. Ms. Burton has completed and submitted the Consolidated Appropriations Act survey for Humana.

Ms. Burton has been researching a switch to First Savings Bank for the company credit cards. The current cards are through WesBanco. Ms. Burton suggested separate cards for the sewer and drainage accounts to keep payables straight. Mr. Herdt suggested spending any current points prior to switching accounts and getting more information on annual fees and other account information.

A new maintenance contract has been received from Boyce for the Keystone Software. They are replacing their current contracts with an auto-renewal structure. Mr. Herdt requested information on their billing process, is it invoiced or auto paid? And questioned the terms for termination.

Ms. Burton has been in contact with Tracy Hardin regarding insurance issues discussed at prior meetings. The renewal date cannot be moved forward due to the type of plan we currently have.

Ms. Burton requested her Longevity Check which was included in this meeting's payouts.

Mr. Herdt requested information as to when the cd and money market accounts expire. Information will be available at the next meeting.

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. Herdt met with Ms. Amy Semones to discuss how the city and district can work together to make improvements for property owners within the district boundaries.

Mr. Ingram has been looking at quotes on replacing the Traverse, due to the condition of the Traverse, the replacement may need to happen sooner.

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 February 14, 2024, 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

ABESENT

Marshall Johnson, Vice Chairman



Charlie Milburn, Board Member