



WASTEWATER / STORMWATER

Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
March 27, 2024  
5:30pm

The March 27, 2024, 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 – Secretary / Financial Clerk - Absent

A motion was made to approve the submitted minutes with requested corrections for the meeting held on March 13, 2024. The motion was carried with a 3-0 vote.

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

Mr. Ingram informed the board that a group health insurance policy had been selected for the 2024 – 2025 coverage period. Mr. Herdt requested that a report be provided indicating the annual change in the coverage fees.

The board was informed that D.R. Horton Development 6 additional sanitary taps had been purchased for the Middle Road Commons subdivision.

The board was provided with the account receivable balance for unpaid sewer service fee. Mr. Herdt inquired if a list of delinquent properties had been provided to the attorney for processing liens for lack of payment. Mr. Ingram stated he was unaware if the information had been provided to the attorney.

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

On Monday March 11<sup>th</sup> the DMR/MRO for the month of February was submitted to IDEM. During the month of February there was a 99% removal of CBOD and SS. There were no violations during the month of February.

On Thursday March 14<sup>th</sup> OPCD personnel attended the IRWA Spring Conference at French Lick.

On Friday March 15<sup>th</sup> purchase orders were submitted for new samplers and the replacement vehicle for the 2011 Chevy Traverse.

On Wednesday March 20<sup>th</sup> Ms. Hardin met with Mr. Ingram and Ms. Burton to further discuss proposed insurance coverage for the 2024 calendar year.

During the week of March 11<sup>th</sup> Aspire Industries was contacted to perform repairs to the pump on the grit system. It was found that the mechanical seal had failed which prevented the vacuum priming system from properly operating. The repair work was completed on Tuesday March 19<sup>th</sup>.

On Thursday March 21<sup>st</sup> Beckmar Environmental collected effluent quarterly samples. Those results will be observed as a quality control measure to assess the accuracy of the in-house lab results. It was also requested that the annual TCLP testing be performed during the month of march.

On Monday March 11<sup>th</sup> while clearing a reported backup at 222 Portage Trail the nozzle of the sewer cleaner became lodged within the sewer line. Excel Excavating was contacted to recover the lodged cleaner nozzle. It was found that the cleaner had entered the home lateral and was lodged within a turn of the lateral.

On Tuesday March 12<sup>th</sup> OPCD personnel videoed the collection lines to access areas that have had recent backups. The results of the inspections will be used to determine cleaning frequency and needed repairs to the collection system. Upon completion of the inspections, it was found that the camera light assembly had become damaged and required repairs. Maintenance parts have been ordered from Brown Equipment Company. It was discussed that there was concern with the collection line coming from 3601 Seilo Ridge Way to 1104 Washington Way. Excel Excavating has been contacted to assist with determining the best course of action to address the concerns with this section of the collection system.

On Monday March 11<sup>th</sup> Mr. Jason Rockey was added to the OPCD staff beginning his employment with the organization.

On Tuesday March 12<sup>th</sup> OPCD personnel mowed overgrown vegetation from the ditch line in the rear easement of 921 Sierra Court.

On Wednesday March 13<sup>th</sup> OPCD personnel cleared debris from the rear easements of 803 and 801 River Oaks Drive to allow the proper locating of buried utilities with the rear easement.

On Friday March 22<sup>nd</sup> OPCD personnel mowed the ponds property in the River Side subdivision.

On Wednesday March 20<sup>th</sup> Excel Excavating began restoration work to the rear easement at 803 and 801 River Oake Drive. The work was completed on Monday March 25<sup>th</sup>.

On Tuesday March 12<sup>th</sup> the resident at 1002 Washington Way contacted the office with concerns about drainage within the rear easement. An inspection of property on Wednesday March 13<sup>th</sup> found the rear easement does have a drainage catch basin in the easement. However, the lack of grass has created a muddy area that may be undesirable to the property owner.

On Wednesday March 20<sup>th</sup> the resident at 415 Tristin Trail contacted the office with concerns over installing a new fence and the drainage ditch in the rear easement. Mr. Ingram met with the resident on Friday March 22<sup>nd</sup> to address those concerns and to make recommendations to the property owner. An inspection of the drainage ditch found the banks were in decent shape and posed no concern.

On Friday March 22<sup>nd</sup> the property owner at 909 Pennsylvania Avenue contacted the office with concerns about the drainage in the rear easement. It was observed while inspecting the easement area that overgrown vegetation on the adjacent property was contributing to the drainage restriction in that area. It was unclear if there was a provided easement along the parameter of the adjacent property that would allow for adequate maintenance to address this concern. It was discussed that the property owner Gilmore Construction Inc should be contacted to determine if there is an available drainage easement or if an easement could be granted to the Conservancy District for performing drainage maintenance.

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

There was no secretary report submitted for this meeting.

Mr. Herdt asked if the bank reconciliation reports had been prepared for the meeting. Mr. Ingram stated he was not provided with the requested reports for the meeting.

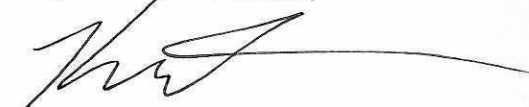
A motion to approve all submitted claims and financial reports was made and carried with a 3-0 vote.

**Mr. Herdt requested any new business.**

Mr. Ingram requested that Ms. Guinn be awarded the financial clerk pay for the processing of claims and preparation of financial reports for the March 27<sup>th</sup> meeting. A motion was made and carried with a 3-0 vote.

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

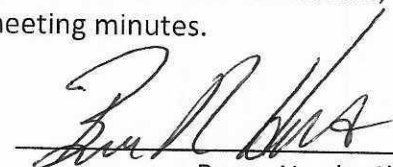

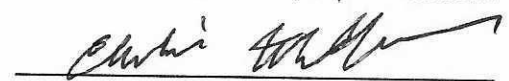
Respectfully Submitted,

  
Keith Ingram

Superintendent,

Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on March 27, 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  
Marshall Johnson, Vice Chairman  
Charlie Milburn, Board Member