



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
May 8, 2024  
5:30pm

The May 8<sup>th</sup> 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  
Charlie Milburn – Board Member  
Keith Ingram – Superintendent  
Amy Burton – Secretary / Financial Clerk

The Minutes for the meeting held on April 10<sup>th</sup> were approved by the Board as submitted.

**Mr. Herdt requested Old Business.** Mr. Ingram will be following up with someone that may be interested in purchasing the remaining drum press.

Mr. Ingram will be looking into possibly purchasing a battery maintainer for the generators.

Mr. Swinney and Mr. Burdin submitted reports for the board to review.

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

Following the inquiry by Mr. Johnson, quotes have been requested from EVAPAR, Cummins Sales and Service, and North Star Logistics. The quotes were discussed.

On April 29<sup>th</sup> OPCD personnel attended the annual AFLAC meeting to review services and enroll in that voluntary program if the employee chooses to.

On April 26<sup>th</sup> Mr. Ingram sent a list of properties to DR Horton that owed sewer service fees following final sanitary inspections. A responding email requested that the fees be billed so that payment could be made for the current balance.

On April 22<sup>nd</sup> Tecknon Controls was contacted to reset the control room PLC. A suspected power surge may have resulted in a faulted state. Tecknon Controls will be changing the PLC power supply from an AC to a DC supply. Additional hardware will be added to the cabinet for additional surge protection to the PLC's operation.

On April 22<sup>nd</sup> the battery for the 4" Godwin pump was replaced due to charging issues.

On April 24<sup>th</sup> ELEMEC Inc was contacted to assist with clearing a fault with the #1 Huber Q-Press. The reset process was documented to assist with future faults if needed.

On April 25<sup>th</sup> a PO was issued to Huber Environmental for maintenance work to be performed on the # 1 Q-Press. A scheduled service date has not yet been provided.

On April 26<sup>th</sup> Cumming Sales and Service replaced the batteries for the plant generator.

During the week of April 22<sup>nd</sup> Ross Electric installed the disconnect box and emergency stop for the plant generator.

On April 29<sup>th</sup> River City Controls calibrated flow meters on the plant. The influent meter was found not to be responding properly. A quote was requested for the replacement of that flow meter.

On May 2<sup>nd</sup> OPCD personnel began the process of recycling the decommissioned Alar Filter Presses.

On April 24<sup>th</sup> Ross Electric replaced a faulty float at the Capitol Hill lift station.

During the week of April 29<sup>th</sup> Mr. Ingram made updates to the OPCD sanitary GIS map. Those updates were associated to the routine sewer cleaning locations.

The resident at 927 Assembly Rd reported damage to the home lateral that was reported from a plumber. It was explained that the lateral repair would be the responsibility of the property owner. The concern is that the plumber stated that the damaged area is under the roadway.

On April 23<sup>rd</sup> the resident at 3504 Middle Road reported a sinkhole in the front yard. An inspection of the property found the sinkhole was beside a utility box that was possibly owned by AT&T. It was recommended to the resident to contact AT&T to address these concerns.

The resident at 222 Portage Trail reported a possible backup. Responding OPCD personnel found the collection lines to be clear and flowing.

Mr. Ingram was on vacation on Friday May 3<sup>rd</sup>.

Mr. Ingram will be meeting with the owner of 202 Creek Rd to discuss proposed drainage improvements within the easement adjacent to the road right of way.

On May 2<sup>nd</sup> Mr. Ingram contacted Mr. Siewert regarding a home repair at 3006 Seminole Drive. The property owner is installing a retaining wall that is outside of the easements on the property that OPCD has responsibilities for maintaining.

On May 2<sup>nd</sup> the resident at 3613 Utica Pike contacted the office with concerns about the drainage ditch in the rear of their property. OPCD personnel routinely cleans this ditch line on an as needed basis. The area will be inspected and cleaned when weather and soil conditions are more favorable.

***Mr. Herdt requested the Secretary and Financial Reports.*** Ms. Burton presented Resolution 2024-03 and 2024-04 for approval.

Resolution 2024-03 changes the employee contribution for healthcare coverage to \$1.00 per year to be deducted from payroll on the date following policy renewal. Premiums that have previously been deducted will not be reimbursed. This

Resolution passed by a 3-0 vote and will be effective as of May 1<sup>st</sup> Anthem coverage.

Resolution 2024-04 changes the employee policy for paid time off for sick days. Employees will qualify for paid sick time off after 60 days of employment. Resolution passed by a 3-0 vote and will be effective immediately.

Lien release documents have been filed by Mr. Wilder for the two properties that have settled their past due accounts. The other two properties have not responded to the Lien. Once the 2024 billing is posted, the new balance due will be updated on the Lien.

Ms. Burton sent an invoice to DR Horton for the properties that have already been inspected. Each parcel was billed \$37.50 per month through December 2024. The total amount billed was \$2475.00.

Two employees added AFLAC family policies. These premiums are funded by the individual employee through payroll deduction.

Ms. Burton and Ms. Guinn will have the newsletter ready for review by the next 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 presented a quote for replacing the carpet in the main office and boardroom. Mr. Herdt suggested also looking into other floor covering options.

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,

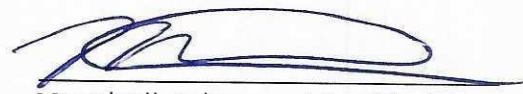
Oak Park Conservancy District

We the undersigned, have examined the minutes of the Regular Board Meeting held on May 8, 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.



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Bruce Herdt, Chairman



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Marshall Johnson, Vice Chairman

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Charlie Milburn, Board Member