



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
And 2025 Budget Adoption Hearing
October 9, 2024
5:30pm

The October 9th board meeting and 2025 Budget Adoption Hearing 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 September 25th were approved by the Board as submitted.

Mr. Herdt requested Old Business. All business was presented in the departmental reports.

Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports. On September 24th an individual bill was received for the Jeep Cherokee from River Link. It was found that when the state issued license plate information was added to the Jeep the vehicle information with the temporary tag was required to be removed and the Jeep needed to be reentered as a new vehicle.

On September 25th the MRO / DMR for August was submitted to IDEM. There was a 98% removal of CBOD and a 99% removal of SS. There were no violations during the month of August.

On September 28th the DMRQA-44 proficiency test results were received. A not acceptable result was received for Phosphorus and CBOD. Corrective action tests were ordered on the 28th. The official report was received on September 30th. A signed copy of the DMRQA-44 was submitted to IDEM on September 30th. The blank sample on the CBOD test showed excessive depletion, and the phosphorus test was not within the parameters to pass.

During the week of September 30th Mr. Ingram reviewed the vehicle registrations for all fleet vehicles and towable equipment. After visiting the BMV in Clarksville it

was clarified that municipal registrations must be submitted by mail, there is no online option. On October 3rd registration applications were mailed to the Indiana BMV office in Indianapolis for processing.

On October 4th a copy of the DMRQA-44 proficiency test results for Beckmar Environmental were received for OPCD records. This documentation is required to be retained per instructions of the OPCD NPDES permit.

Following the paving of streets in the district. OPCD personnel were instructed to inspect manhole lids and clear any asphalt that may prevent the ability to remove the lids for inspecting the collection lines.

On September 30th Cristiani Excavating began staging materials at the plant for the drainage repair in the rear easement at 903 Capitol Hill Drive. The work began on October 3rd.

Mr. Herdt requested the Secretary and Financial Reports. On October 4, 2024, Ms. Burton completed the required Notary Public online training. This course is required every two years to maintain Notary status.

Resolution 2024-05 was presented for approval. This resolution approves the submitted 2025 Budget. Since there were no objections, the board approved the 2025 Budget with a 2-0 vote. Ms. Burton will be submitting the completed budget packets through the Gateway system online.

Third quarter director's pay was included in the payouts for this meeting.

Ms. Burton is working on the invitation for nominations form for Area 2. If needed, the election will take place in January 2025. Area 2 is currently represented by Mr. Herdt.

There are \$88,897.50 in sanitary sewer fees that have not been paid at this time. The deadline for payments is October 31st.

Bank statements for September have been balanced and reviewed by the Superintendent and Chairman of the Board. The signed documents will be scanned and submitted through the Gateway system online.

The most recent money market statements were shared with the Board. Mr. Herdt and Ms. Burton signed the documents needed to add an additional money market account with sewer funds.

The annual Workers Compensation Audit will be conducted on October 23rd. Ms. Burton will have all documents ready for the auditor.

Ms. Burton will be working on the necessary documents for bids/quotes regarding the dumpster services at the plant.

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 recommended that Mr. Jason Rockey receive an increase in hourly wages of \$1.25 per hour. Mr. Rockey is a hard worker and uses his time wisely and has shown himself to be quite competent. The plans are to fully train Mr. Rockey in the lab. Mr. Milburn moved to approve the submitted change of hourly rate, motion carried 2-0.

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 October 9, 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

Bruce Herdt, Chairman

ABSENT

Marshall Johnson, Vice Chairman

Charlie Milburn

Charlie Milburn, Board Member