



Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
December 4, 2024
5:30pm

The December 4th 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 20th were approved by the Board as submitted.

Mr. Herdt requested Old Business. Mr. Ingram recommended awarding the bio-solid contract for 2025 services to Estes Waste Solutions. Motion carried 3-0.

A few more tap ins have been added to the Middle Road Commons. Prorated bills will be sent to all inspected lots. A list will need to be sent to the Auditors office at the end of the year to add completed properties to the tax roll.

All other business was presented in the departmental reports.

Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports.

On October 20th the FCC license was renewed for radio communication system. The license is for a ten-year period.

On October 20th Mr. Ingram visited the Clark County Commissioners office to inquire about being granted access to the Lancassange Creek gravity line via the parcel located at 402 Pam Paw Ln. A possible purchase of the parcel was also proposed.

Following the review of the submitted quotes for the removal of sludge it is my recommendation to remain with Estes Waste Solutions.

On October 21st Ms. Burton, Ms. Guinn and Mr. Ingram attended training for the Beacon online platform that is replacing Elevate.

On October 22nd Mr. Ingram began developing a project list for the 2025 calendar year. The list will continue to develop as the year progresses.

On November 18th the DMR/MRO report for October was electronically submitted to IDEM. There was a 99% removal of CBOD and SS during the month of October. There were no violations during the month of October.

On December 2nd Mr. Burdin submitted a request for longevity to be paid on December 4th.

Mr. Herdt requested the Secretary and Financial Reports. Ms. Burton presented an updated Accounts Receivable report. Two parcels will have lien placed. Additional costs will be added to cover the expenses incurred.

Keystone training for the end of the year processing was available December 2nd -5th. The training was in video form so that it could be accessed again if needed.

Clothing allotment checks were processed in this meeting's payouts for all current employees.

Ms. Burton received notice that Pekin Insurance will no longer support public official bonding. Ms. Burton contacted Valerie with Diversified Insurance to search for another policy bond.

Nominations for Area 2 Directorship were due prior to December 1st. Since Mr. Herdt was the sole nominee, Mr. Wilder will be asked to petition the court to dispense with the election process and name Mr. Herdt, director.

Bank Statements for November were presented for approval.

Resolution 2024-07 was presented for approval of the 2025 Meeting dates. Motion was made and passed with a 3-0 vote.

There is a scheduled payroll for January 1st. After discussion it was decided to run the payroll on December 31st prior to the end of the year process since the time worked was in December.

Ms. Burton will be working on presenting the Money Market Statements and the Estes Contract for the next meeting.

Mr. Herdt questioned if there was a way to make journal entries in the Keystone program. Ms. Burton will be checking on this and will report at the next meeting.

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

Mr. Herdt requested any new business. Mr. Ingram will be taking a vacation next week.

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 20, 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