



WASTEWATER / STORMWATER

Oak Park Conservancy District
4230 Portage Place
Jeffersonville, IN 47130

Board of Directors
Regular Business Meeting
June 18, 2025
5:30pm

The June 18th 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
Bruce Eby – Board Member
Keith Ingram – Superintendent
Amy Burton – Secretary / Financial Clerk

The minutes for the June 4th meeting were approved as submitted by all board members.

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

Mr. Herdt requested the Superintendent Wastewater and Stormwater Reports.

On June 2nd D.R. Horton purchased taps for four parcels within the Middle Road Commons development.

On June 12th the SBOA final report was received for the recent examination of financial records, A digital copy has been saved to the share drive.

On June 9th OPCD personnel replaced the flooring in the alum chemical building. The flooring condition was causing false readings of the scale used to calculate the chemical usage in that building.

On June 9th Beckner Electric installed a Power Quality Analyzer on the incoming power to the plant. The power will be evaluated for one month to determine what, and if any corrective action needs to be taken by OPCD.

On June 13th the DMR-QA packet was reviewed and organized for testing to begin. The test closing date is August 29th, 2025.

On June 13th Beckmar collected the quarterly effluent samples.

On June 2nd TRC LLC began the repairs to the manhole at the intersection of Wildwood and Forest. Work was paused while CenterPoint Energy removed gas lines that may be damaged and obstructing the required work. TRC resumed repair

work on June 9th and work was again delayed due to weather and resumed on June 10th and continued through to completion on June 13th. Excel Excavating will complete drainage and roadway repairs. It was confirmed on June 16th that Center Point Energy will be restoring gas transmission lines and rehabilitating valves in the intersection of Wildwood and Forest. Excel will begin their work on June 19th.

On June 13th the portable generator was returned to Sunbelt Rental, Allied Pump was also contacted to return the rented hoses needed for bypass pumping.

Several emails have been sent to Meta in attempts to restore the Oak Park Facebook page, none of which have been successful. Mr. Ingram will be moving forward with creating a new Facebook page.

Mr. Herdt requested the Secretary and Financial Reports. Ms. Burton has been working on training to be presented to all employees regarding purchasing, credit card usage and internal controls. All board members and Mr. Ingram watched the Internal Controls video prior to the start of this meeting.

Ms. Burton has submitted a request to Mr. Wilder for a draft contract to be used for warranty issues on projects that do not fall within the scope of bidding requirements. The Board approved of the draft contract.

Ms. Burton received a notice from SmartProcure for a public records request. Due to the requested records being in hard copy format and not computer records, the request was cancelled.

Bank statements for May have been completed and reviewed by Mr. Herdt and Mr. Ingram.

The flat rate billing process has begun and invoices will be ready to mail within the next week.

The annual workshop with the DLGF is scheduled for July 15th. Ms. Burton will be submitting the information needed to begin the 2026 budget process.

The spring settlement from the Clark County Auditor's Office has been received in the following amounts:

Drainage-	\$111,778.21
CIF-	\$111,778.21
Sewer-	\$764,308.21
FOL SBT-	\$5,111.25

There will be no meeting held on July 2nd, Checks will need to be signed by two directors.

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

Mr. Herdt requested new business. Mr. Ingram reported that due to office personnel vacation schedules, the office will be closed from July 7th through July 11th. Outside staff will still be at the plant with normal operational duties and answering phone messages.

The Stop and Go has informed the office that they plan to upgrade their business to a convenient store. If this change occurs, the EDU for this business will be increased.

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

Respectfully Submitted,

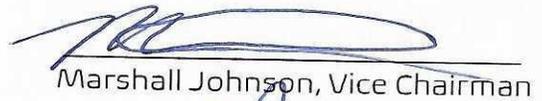


Amy Burton
Secretary & Financial Clerk,
Oak Park Conservancy District

We, the undersigned, have examined the minutes of the Regular Board Meeting held on June 18, 2025, 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



Bruce Eby, Board Member