



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
And 2026 Budget Adoption Hearing  
November 5, 2025  
5:30pm

The November 5<sup>th</sup> 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 October 8<sup>th</sup> and 22<sup>nd</sup> meeting were approved by the Board.

*Mr. Herdt requested Old Business.* All necessary documents have been submitted through Gateway for the 2026 Budget.

All old business was presented in the departmental reports.

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

On October 20<sup>th</sup> the DMR/MRO for September was electronically submitted to IDEM. There was a 99% removal of CBOD and SS. There was one permit discharge violation during the month of September. The monthly average Phosphorus discharge level was reported at 1.057 mg/L. The permitted level is 1.0 mg/L.

On October 21<sup>st</sup> Mr. Ingram met with Excel Excavating to review maintenance projects for the balance of the 2025 calendar year. A quote was requested for the replacement of the driveway at 3602 Pennsylvania Drive. It was requested that the driveway be constructed in a manner that would support heavy equipment for future maintenance work.

On October 21<sup>st</sup> Mr. Ingram met with Dukes Root Control to discuss the treatment of 8941 lineal feet of sewer line. The work will be completed during the month of November 2025.

On October 22<sup>nd</sup> an updated quote was received from Ovivo USA, LLC for the replacement column for clarifier #3. There was no increase in the quoted price of \$24165.54. A purchase order was submitted for the quoted column on October 27<sup>th</sup>.

On October 22<sup>nd</sup> clarifier #3 was taken offline and its contents were pumped out. The clarifier will remain offline unless weather and flow conditions require it to be brought back into service. Preparatory work for the column replacement will be conducted while the clarifier is in this state.

On October 31<sup>st</sup> the property owner at 3303 Utica Pike visited the office requesting information about connecting the lot in the rear of the property to the McBride collection system. A review of the district boundary found that this lot was outside the established district. After explaining the required process to connect to the district's collection system the property owner decided to contact the City of Jeffersonville for sewer service to the lot.

On October 23<sup>rd</sup> a review of available vacation time was conducted. All personnel with unused days were informed of their balance and were requested to submit a completed request calendar. Currently all personnel have completed that request.

On October 21<sup>st</sup> the resident at 609 Allison Ln contacted the office and reported low water pressure. The resident was informed that OPCD does not provide water service and recommended they contact their water service provider.

On October 30<sup>th</sup> OPCD personnel conducted after rain checks following the 1.18" of precipitation that was recorded on October 29<sup>th</sup>.

*Mr. Herdt requested the Secretary and Financial Reports.* The legal notice for the 2026 Election of Directorship Nominations for Area 1 and area 3 appeared in the News and Tribune on October 29<sup>th</sup>. Nominations are due in the office before December 1<sup>st</sup>.

Invitations to quote for the 2026 biosolid contract will be sent to Estes, Champion, and Gotta Go.

Bank Statements for October 2025 were presented for review. These documents will be scanned and uploaded to Gateway as required monthly.

There are seven properties with outstanding sanitary sewer service fees that were billed in July 2025. Ms. Burton will file the necessary documentation with the Clark County Recorder's Office.

A draft calendar for 2026 was provided to the Board for review. Since there were no requests for changes, the resolution setting the 2026 meetings will be presented at the next meeting.

Ms. Burton has scheduled on-site training for all personnel through INPRS on February 17, 2026 at 11:00am. A representative will be available after the presentation to meet with any individuals that would like more information on the PERF retirement program.

Ms. Burton has received information from First Savings Bank that a merger will take place between the bank and First Merchants Corporation. There was no date provided as to when the merger would be completed.

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 presented a request to promote Mr. Blake Brunson to Foreman with a wage increase of \$2.00 per hour effective on the next payroll. A motion was made and approved with a 3-0 vote to accept Mr. Ingram's recommendation.

Mr. Ingram presented information for the Board to consider cost of living increases for all personnel. The amount will be determined closer to the end of the year.

Representatives of the State Board of Accounts met with Mr. Ingram and Ms. Burton on November 5<sup>th</sup> for clarification on a few purchases flagged on the last audit. Mr. Herdt received a call from the SBA after the meeting. The questioned purchases were verified as valid.

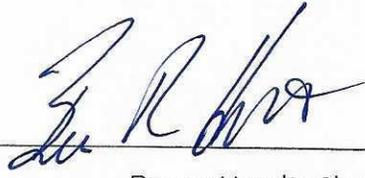
Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

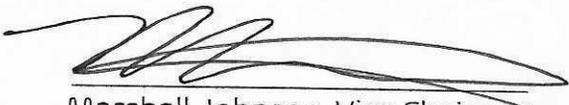
Respectfully Submitted,

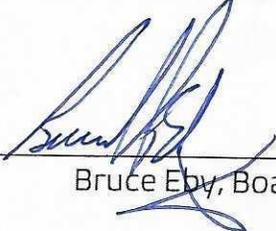
A handwritten signature in blue ink that reads "Amy Burton". The signature is written in a cursive, flowing style.

Amy Burton  
Secretary & Financial Clerk,  
Oak Park Conservancy District

We, the undersigned, examined the submitted minutes of the Regular Board Meeting held on November 5, 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.

  
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Bruce Herdt, Chairman

  
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Marshall Johnson, Vice Chairman

  
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Bruce Eby, Board Member