



Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
December 3, 2025  
5:30pm

The December 3<sup>rd</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 November 19<sup>th</sup> meeting were approved by the Board.

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

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

On November 19<sup>th</sup> the required corrective action report was sent to IDEM regarding the unsatisfactory result for Nitrite that was received for the DMR-QA45 proficiency test. An acceptable result was received for the WP-368 Nitrite Corrective Action test.

On November 21<sup>st</sup> Mr. Ingram met with Mr. Chestnut at Pipe Eyes to obtain a quote for grease removal at our accessible lift stations. During the meeting it was discovered that Pipe Eyes is also a distributor for CUES, our video equipment. Mr. Chestnut took the OPCD push camera to provide a quote for repairs.

On November 26<sup>th</sup> Mr. Eby delivered the Petition of Nomination for the Area 1 director. This was the only nomination received for Area 1.

On November 27<sup>th</sup> Mr. Johnson delivered the Petition of Nomination for the Area 3 director. This was the only nomination received for Area 3.

On November 17<sup>th</sup> Chemical Resources contacted the office regarding chemical deliveries. Following the recent incident at the Louisville International Airport, access to their facility has been restricted. Chemical deliveries will be coming from Indianapolis until local access is restored. An order was placed to ensure adequate stock at that time.

On November 18<sup>th</sup> a purchase order was submitted to Excel Excavating for the replacement of the influent column of clarifier #3.

On November 26<sup>th</sup> a power outage alarm was reported at the plant at 6:30am. It was found that the power outage extended throughout the southern part of the district, impacting three of our six lift stations. The plant was powered by the backup generator. Power was restored to the area while the towable generator was being connected to the Lancassange power station.

On November 21<sup>st</sup> it was reported that Pebble Creek Station was not functioning. Aspire Industries was contacted to assist with troubleshooting the station. It was determined that a sensor in Pump #2 had failed resulting in the station shutting down. The sensor was bypassed to allow the station to operate. The #2 pump was replaced with a backup pump on November 25<sup>th</sup>. The removed pump will be sent out for repairs.

On November 21<sup>st</sup> 812 Webster reported a backup. Responding OPCD personnel found the collection lines to be clear and flowing.

On November 24<sup>th</sup> a backup was reported at the Hidden Creek Apartments. Responding OPCD found the receiving manhole at Clark Dell Dr was surged. The obstruction was cleared returning the sanitary lines to a normal state. OPCD personnel did report seeing a large amount of debris passing through the manhole after the obstruction was cleared. This area will be added to the weekly manhole checks. Mr. Herdt suggested that the pumps should be gradually upgraded to grinding pumps to alleviate some debris issues.

On November 25<sup>th</sup> a backup was reported at 402 Hemlock. Responding OPCD personnel found the lines to be clear and flowing. The property owner reported another backup on November 29<sup>th</sup>. Responding OPCD personnel found the collection lines to be clear and flowing. As a courtesy, personnel cleaned that section of the system anyway. It was reported that a plumbing company implied that the issue was at the point of connection with the collection system. Mr. Ingram videoed the collection line on November 30<sup>th</sup> and found no issue at the point of connection. The property owner was allowed to view the condition of the sanitary lines. Mr. Ingram explained the responsibility for maintaining the sanitary lines. The resident was also informed that the home is on a shared lateral line with 404 Hemlock.

On November 18<sup>th</sup> a purchase order was submitted to Excel Excavating to replace the driveway at 3602 Pennsylvania. The quoted driveway will have a compacted gravel base and will be approximately six inches thick to accommodate the future loadbearing of heavy equipment.

***Mr. Herdt requested the Secretary and Financial Reports.*** There was only one nominee for each of the Area 1 and Area 3 Director's positions, Mr. Eby and Mr. Johnson. Ms. Burton will contact Mr. Wilder to prepare the necessary documents to be filed through the Courthouse to dispense with the election and name the sole nominees, directors.

Mr. Ingram has decided not to obtain quotes for the bio-solid removal contract for the upcoming year. Estes Waste will be asked to sign an updated contract for the upcoming year.

Bank Statements for the month of November have been balanced and were submitted for approval.

Ms. Burton is working on Lien documents for the outstanding accounts for 2025 sanitary sewer services.

Resolution 2025-07 was presented to adopt the 2026 calendar of meetings. Motion carried with a 3-0 vote.

Ms. Burton has been researching bond-release documents online per Mr. Ingram's request. The Middle Road Commons has fulfilled their obligations and wanted a letter of approval that the bond be released.

Ms. Burton received a letter from the State Board of Accounts regarding the Audit findings in 2025. A response was requested for an updated assets list. Ms. Burton will be researching some local accounting firms to see if they provide this service. Quotes will be obtained and shared with the directors prior to beginning.

Ms. Burton has received a Certificate of Tax Distribution from the Clark County Auditor's Office. It is unknown when the funds will be deposited but the email suggested it would be soon.

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 he received word from Ovivo that the materials for the column repair will not be received until after the new year. Since a purchase order is already in place, the funds can be encumbered for this purchase.

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, examined the submitted minutes of the Regular Board Meeting held on December 3, 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