



WASTEWATER / STORMWATER

Oak Park Conservancy District  
4230 Portage Place  
Jeffersonville, IN 47130

Board of Directors  
Regular Business Meeting  
And Budget Hearing  
October 14, 2020  
5:30pm

The October 14, 2020 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
- Wayne Storz – Board Member
- Marshall Johnson– Vice Chairman
- Keith Ingram – Superintendent
- Amy Burton - Secretary / Financial Clerk

The Minutes for the meeting held on September 16, 2020 were approved as written.

There were no guests present to comment on the 2021 Budget.

**Mr. Herdt requested old business.** Old Business is discussed with the Department Reports below.

**Mr. Herdt requested the Wastewater and Stormwater Reports.** On September 24th Mr. Ingram requested a meeting with Mr. Ashack to discuss the acquisition of a location for a parking pad for the placement of a portable generator. Mr. Ingram will continue trying to arrange a meeting to discuss this matter.

On September 24th, a request for full access to the server and all associated operational programs was submitted to CrystaLink, that request has not yet been fulfilled. Mr. Ingram will reach out again to get the request filled.

On October 1st notification was received from Smith Loveless regarding the delivery date of the grit removal system. The delivery date has been extended to February 2, 2021.

On October 5th CrystaLink addressed technical issues that needed addressing. The corrected issues were, correcting scanning to the server, adding the plotter to the server, completing the setup of the assistant superintendent laptop, and restoring the operation of the outside Wi-Fi antenna.

On October 6th Lynn Imaging was contacted to perform need service to the Cannon Plotter. The plotter is no longer under a service contract.

On September 16th OPCD personnel cleared vegetation growth at the designated plant outfalls as per requirement of the NPDES Permit.

On September 17th, the #3 floating aerator was removed from the oxidation ditch due to premature wear of the UHMW bushings used to support the aeration rotor. The aerator will be evaluated for the installation of bearings for supporting the rotor.

On September 18th, the HVAC system for the office was serviced. It was found that freon needed to be added to the system due to a small leak that was detected in the a-coil of the system. Mr. Ingram has requested a quote for the replacement of the a-coil.

On September 21st work began on the replacement of the new PLC in the control room and was completed on September 25th. Follow up inspections of the new PLC continued through Friday October 9th. A copy of the program was supplied on a flash drive and is stored in the control cabinet along with a new wiring schematic.

On September 21st, the #3 T-valve would not respond to controls remotely or locally. An inspection of the unit discovered the digital direction switch had blown apart. AUMA was contacted to provide a quote for a replacement head. Mr. Ingram has requested a quote for a replacement head from FACO WaterWorks, the area distributor for AUMA. The T-valve has been set manually to a position that allows sludge return from clarifier #3 and can be adjusted as needed. A Purchase Order will be submitted so that this project can move forward.

On September 21st, the #3 RAS pump became clogged and required to be pulled and inspected. The 6" pump was set up to assist with the RAS operation. BMV was contacted and scheduled to pull and inspect the pump on September 22nd. The pump had become clogged with rags which were removed, the pump was returned to operation. Pumps #1 and #2 were also pulled and inspected. Concerns over the condition of the wiring needed to be addressed prior to the pumps being returned to their working locations. Aspire Industries was contacted to perform needed repairs to those RAS pumps. The RAS pumps were returned to service by September 25th.

On October 8th, a purchase order was issued for a replacement cooling unit to be used in the influent sampler. Poor warranty response by the product manufacturer prompted the issuing of the purchase order.

On September 14th QK4 submitted plans for the Lancassange Lift Station design for review. The plans were at a 30% progress point. After a review of the document, it was determined that the design did not represent the requested changes to the station. On September 15th there was a meeting with Duke Energy regarding the installation of a shared service for the lift stations owned by Oak Park and The City of Jeffersonville. Duke Energy stated that they would not provide a shared CT service for the lift stations. On October 2nd QK4 contacted Mr. Ingram regarding the electrical design for Lancassange Lift Station. Mr. Ingram was asked if OPCD would prefer to use their own contractor for the design of the controls or have QK4 proceed with the designs. This part of the design would be prepared by an outside contractor for QK4. Mr. Ingram will be requesting quotes for the electrical portion of this project as well as the upcoming Allison Lane project.

On September 15th it was observed that all repairs at 300 Fairwood Drive had been completed and the roadway had been returned to the same conditions prior to the repairs of the collection lines and stormwater catch basin at that location.

On September 23rd Dukes Root Control treated 6755 lineal feet of collection lines.

On October 5th a locate request was received for Island View Subdivision from JTL. It was discovered that Watson Water is looking into replacing the water distribution lines within the subdivision.

Due to functional concerns, the manhole risers at 920 Capitol Hills Drive, 920 Presidential Place and 1812 Hunters Trace have been replaced.

On September 15th, the resident at 215 Capitol Hills Drive reported a possible backup of the collection lines. OPCD inspected the area and found the collection lines clear and flowing. The resident was informed of the findings.

On September 25th Bailey Safety conducted the classroom training for Confined Entry. The onsite training will be conducted during the next training date in October.

Mr. Herdt mentioned the clean-out of the oxidation ditch, Mr. Ingram is researching a new jon boat so that the depths of the ditch could be checked.

Mr. Ingram has been informed that Ms. Padron will also be leaving QK4. It is expected that the service provided for the SWAC will follow Mr. Huckaby and Ms. Padron to their next place of employment.

On September 22nd OPCD personnel mowed the PamPaw drainage ditch.

On September 23rd OPCD personnel filled sink holes in the rear easement of 3614 Blueberry Way.

On September 24th OPCD personnel cut a downed tree into manageable pieces to assist the property owner with the removal of the tree.

On September 14th Excel Excavating performed repairs to the stormwater catch basin located at 821 Stonelilly Drive. The repairs were completed from within the structure. It was not necessary to excavate the catch basin to make the needed repairs.

On September 29th, the Jeffersonville Drainage Department began working on the drainage ditch starting at 603 Regina Avenue and ending at the wetland in the Wathen Park area.

On September 14th, the stormwater catch basin in the rear easement of 3409 Congress Court was dye tested due to reported sink holes around the structure. Due to the location and no conflicting utilities this is a repair that will be performed by OPCD personnel. Locates for this project were requested on October 13th.

On September 14th, a mailed copy of the email sent from the resident at 3612 Blueberry Way was received. The concerns expressed in the original email have been addressed by OPCD personnel.

On September 16th, the resident at 151 Edgewood Lane contacted the office with concerns over the resident at 1414 Allison Lane adding dirt to the rear of the property. Mr. Ingram explained to the resident that a property owner can make improvements to their property if the drainage flow is not restricted. Mr. Ingram has discussed drainage concerns with the resident on more than one occasion.

On October 7th Mr. Ingram spoke with the property manager at Family Arc regarding a sinkhole around a catch basin on the property. Mr. Ingram has approved repairs of the catch basin but has also informed the property manager that future repairs would need to be handled in-house for infrastructures that are outside easement areas. Additional conversation is needed regarding this property.

**Mr. Herdt requested the Secretary/Treasurer's Report.** On September 30, 2020 Mr. Storz and Mr. Herdt approved and signed claims submitted by Ms. Burton. There was no meeting held on this date.

Bank Statements for September were balanced. Mr. Storz reviewed and approved the reconciliations.

Due to vacation and a Monday holiday, Ms. Burton prepared payroll early and scheduled it to process on the assigned date. Any overtime or other adjustments will be made on the next payroll.

Director's pay was included with this meeting's payouts from July 1, 2020 through September 30, 2020.

Quarterly and monthly Tax reports and payments have been processed for 2020-03.

Ms. Burton is working on the documents needed for the upcoming election for director of Area 2. A motion to approve all submitted claims and financial reports was made and carried with a 3-0.

**Mr. Herdt requested any new business.** Mr. Storz asked if QK4 would be billing for the Lancassange and Allison Lane project designs prior to the end of the year. Mr. Ingram will check to see when the projects will be billed. Ms. Burton will be looking into how to encumber funds from one year to the next.

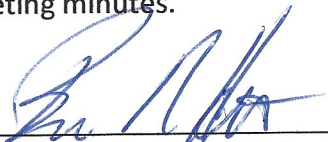

Since no other business was to come before the Board at this time, Mr. Herdt adjourned the meeting.

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 October 14, 2020 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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Wayne Storz, Board Member