

**Minutes of Meeting**

**Meeting Date – September 17, 2019**

**Venue - Simmesport State Bank**

**Time - 6:00 PM**

**Attending**

- Dr. Henry Moreau - APPJ Juror and President of RD2 Commission
- Trent Clark - APPJ Juror and RD2 Commissioner
- Tim Bordelon - RD2 Commissioner and Secretary of RD2 Commission
- Terry St. Romain - RD2 Commissioner and Mayor of Plaquemine
- Ron Bordelon - Project Engineer w/Pan American Engineers (Guest)
- Steven Mayeux - resident of RD2 in Hamburg, LA (Guest)

**Absent**

- Rev. Leslie Draper III - RD2 Commissioner and Mayor of Simmesport
- Duane Lacour - RD2 Commissioner
- Kevin Bordelon - APPJ Director of Civil Works (Guest)
- Glenn McKinley - APPJ Juror and RD2 Commissioner

**Call to Order**

Dr. Moreau called the meeting to order at 6:00 PM

**Approval of minutes of August 20, 2019 RD2 Commission meeting**

Tim Bordelon read the August 20, 2019 minutes to the Commissioners and guests at this meeting, Trent Clark moved that the August 20th minutes be voted upon for acceptance. Terry St. Romain seconded the motion. The motion passed.

**Review of Financial Report**

Tim Bordelon briefed the Commissioners on the current 2019 budget and spending outlook for the RD2 Commission. The complete Sept 17, 2019 Financial Report is attached, highlights are:

Current balance in the checking account	\$497,314.32
Near-term authorized spending	(\$409,307.22)
Expected near-term deposits	\$0.00
Held in Reserve by RD2 Commission	<u>(\$88,007.10)</u>
Estimated uncommitted 2019 funds	\$0.00

**Motion to approve the September 17, 2019 RD2 Financial Report**

Trent Clark moved and Terry St. Romain seconded, that the Financial Report be accepted by the RD2 Commission. The motion passed.

**Problems on Round 3 Projects: Palmer Ridge Rd and James Clark Rd**

The final payment to the Contractor, Diamond B Construction, continues to be held as retainage (\$33,443.08). Diamond B patched the 2 areas requested by RD2 on August 16, 2019. Diamond B secured 2 bids from potential sub-contractors seal the cracks to RD2 satisfaction. The lower bidder offered to seal the cracks for \$8,000. Diamond B requested that RD2 split this cost with Diamond B.

**Action Item for Ron Bordelon on Repairs on Palmer Ridge Rd and James Clark Rd**

RD2 Commissioners instructed Ron Bordelon to continue discussions with Diamond B on this issue, but did not authorize any additional payment. The repairs on the roads should be completed to contract scope at the agreed contract price.

**Update on Round 4 Road Repair Projects - Chip & Seal**

The contract was awarded to Brudd Construction on August 13, 2019. The scope of work for this contract is to Chip & Seal (3 course) the following segments of roads:

Road	Area	Length (ft)
Voorhies Ln	Intersection w/LA 451 in Hamburg	1,074
Big Bend Rd	Big Bend - Vicinity of Iron Bridge	13,990
N. Bayou des Glaise Rd	Bordelon - Across from St. Peter's Church	5,440

Ron Bordelon updated the Commissioners on project status. Brudd has not yet completed the paperwork necessary for the project to begin. Immediately after the contract was awarded, Brudd Senior Management promised to begin work by end of September 2019.

Brudd Senior Management has set the Pre-construction Meeting for this project for 9:00 am on September 26th. Brudd will revert by September 27th with a firm start date.

**Motion on Round 4 Road Repair Projects**

Trent Clark moved and Tim Bordelon seconded that a short section (+/- 250 feet) of N. Bayou des Glaises Rd be added to Brudd's contract for these projects. This additional section of N. Bayou des Glaises Rd is located in the vicinity of Herbert Juneau Ln. The motion passed.

**Discussion on Mill Bayou/Bayou Rousseau drainage**

Tim Bordelon nominated Mill Bayou/Bayou Rousseau for consideration as a candidate for clean out to improve drainage in RD2. The segment of Mill Bayou/Bayou Rousseau nominated is from Pete Laborde Rd to the point it empties into the Diversion Canal between Moreauville and Plaucheville, approximately 7.6 miles.

**Action Item for Dr. Henry Moreau on Mill Bayou/Bayou Rousseau drainage**

Dr. Moreau will organize a walk-through, using UTV's, over the Mill Bayou/Bayou Rousseau segment from LA Hwy 1 to the point Mill Bayou/Bayou Rousseau empties into the Diversion Canal, approximately 3 miles. The target date for the walk-through is early October 2019.

**Traffic Counts on RD2 Roads by Rapides Planning Commission**

The RD2 Commissioners requested Traffic Counts on the following Parish roads:

Road Segment	Est. Length (ft)
Old Hwy 1 in Hamburg (LA Hwy 451 to Fab Tech)	6,610'
Pecan Grove Rd in Yellow Bayou, near Simmesport	3,800'
Back Step Rd in Plaucheville	8,100'
Lemoine Lane in Moreauville (West Side)	4,870'
Couvillion St in Moreauville (Sybil's X'ing to LA Hwy 1)	2,910'
Dufour Rd in Moreauville	3,530'
Lee Chatelain Rd in Moreauville	3,450'
N. Bayou des Glaises Rd in Borodino	2,230'

**Action Item for Ron Bordelon**

Request Rapides Planning Commission to develop Traffic Count reports on the above 7 road segments. These roads are potential candidates for Round 5 Projects in 2020.

**Next Meeting**

Regular RD2 meetings are held on the third Tuesday of each month. Therefore, the next regularly scheduled meeting is intended to be October 15, 2019.

**Meeting adjourned at 7:48 pm on September 17, 2019**

These draft minutes are pending approval by Road District 2 Commission.

September 18, 2019

Tim Bordelon - Secretary

Date

APPJ Road District 2

Financial Report				
Sep 17, 2019				
	Date		Actual Balance	
Ending Balance from Previous Report	Aug 20, 2019	RD2 General Account	\$499,015.64	
Spending Since Previous Report		Payment to	Debit Amount	Purpose
	Jul 25, 2019	Kolder, Slaven & Co.	\$500.00	Audit fee (paid \$4,500 on July 9, 2019).
	Sep 11, 2019	Moreau's Material Yard	\$1,201.32	Aggregate delivered per contract.
		Sub-total	\$1,701.32	
Deposits Since Previous Report		Deposit from	Deposit Amount	Purpose
		None		
		Sub-total	\$0.00	
Current Balance at this Report	Sep 17, 2019	RD2 General Account	\$497,314.32	Current Balance - Checked against 8/31/2019 CB Statement
Near-Term Authorized Spending		Payment to	Debit Amount	Purpose
		Moreau's Material Yard	\$25,489.17	Remaining on \$75k contract to provide aggregate on demand.
		Diamond B Const.	\$33,443.08	Round 3 Projects: Orig. - CO #1 + CO #2 = \$694,744.25
		APPJ	\$4,000.00	William Guillory Rd. - resurface ~150' on Plaqueville end.
		Pan American Engrs	\$360.00	Support for Round 4 Contract - negotiated sum of \$18,200
		Brudd Construction	\$346,014.97	Round 4 Projects; Chip-Seal on portions of Voorhies Ln, Big Bend Rd & N. Bayou des Glaises Rd
		Sub-total	\$409,307.22	Near-Term Spending
Expected Near-Term Deposits		Deposit from	Deposit Amount	Purpose
	Sep - Dec 2019	APSO - Ad Valorem	\$0.00	Based on \$800k expected 2018 Ad Valorem; \$811.3k received.
	Sep - Dec 2019	APSO - SOL Rev. Sharing	\$0.00	
		Sub-total	\$0.00	Near-Term Deposits
RD2 Agreed to Hold in Reserve		Sub-total	\$88,007.10	
Estimated 2019 Uncommitted Funds	Sep 17, 2019	RD2 General Account	\$0.00	Curr balance - Near-Term Spend + Near-Term Dep - Reserve.
Memo:				
Sinking Fund Status (Bond Service)		Action	Amount	Purpose
	Dec 31, 2018	Balance @ EOY 2018	\$118,015.76	
	Feb 28, 2019	Jan & Feb 2019 Interest	\$26.14	Interest earned
	Feb 12, 2019	Paid to LPFA	(\$26,434.38)	Principal & Interest on Bond (paid LPFA \$27.7k on 2/14/2018)
	Feb 25, 2019	Pay to Cottonport Bank	(\$77,772.00)	Principal & Interest on Bond (paid CB \$578.0k on 2/23/2018)
	Apr 30, 2019	March - July 2019 Interest	\$8.70	Interest earned
	Aug 30, 2019	August Interest	\$1.58	Interest earned
	Aug 5, 2019	Paid to LPFA	(\$1,275.00)	Memo: paid \$1.4k Interest to LPFA last year on 8/9/2018
	Aug 26, 2019	Paid to Cottonport Bank	(\$7,872.70)	Memo: paid \$8.6k Interest to CB last year on 8/27/2018
	Sep 17, 2019	Current balance	\$4,698.10	Current Balance - Checked against 8/31/2019 CB Statement
		Memo:	(\$113,354.08)	Total of all payments from this account in 2019; \$115.7k in 2018.