

**Minutes of Meeting**

Meeting Date – April 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  
Duane Lacour - RD2 Commissioner  
Terry St. Romain - Mayor of Plaquemine and RD2 Commissioner  
Rev. Leslie Draper III - Mayor of Simmesport and RD2 Commissioner  
Ron Bordelon - Project Engineer with Pan American Engineers (Guest)

**Absent**

Tim Bordelon - RD2 Commissioner and Secretary of RD2 Commission  
Glenn McKinley - APPJ Juror and RD2 Commissioner  
Kevin Bordelon - APPJ Director of Civil Works

**Call to Order**

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

**Approval of minutes of March 19, 2019 RD2 Commission meeting**

Dr. Moreau read the draft minutes. Terry St. Romain motioned that the minutes be approved and accepted into the record; Trent Clark seconded the motion. The motion passed.

**Review of Financial Report**

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

Current balance in the checking account	\$454,907.52
Near-term authorized spending	(\$79,724.04)
Expected near-term deposits	\$64,334.58
Held in Reserve by RD2 Commission	<u>(\$100,000.00)</u>
Estimated uncommitted 2019 funds	\$339,518.06

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

Mayor Draper moved and Trent seconded, that the Financial Report be accepted by the RD2 Commission. The motion passed.

**Delegates**

Eddie Lemoine, Craig Gauthier and Charles Savoy requested improvements to William Guillory Road (1.3 miles long) between Plaquemine and Dupont, including update on repairs. Called Kevin Bordelon and he reported on work completed and scheduled work to be done. Limestone placed but recent rains have washed most of it away, cleaned ditches on right side, APPJ will finish rock placement and ditch cleaning, Corps permit needed for large lateral cleaning, asphalt to be installed at 107 intersection in June for 17' widened roadway.

Also noted James Clark ditches will be cleaned and Leo Morrow asphalt overlay is completed.

**Update on Round 4 Road Repair Projects**

Ron Bordelon presented revised drawings based on last meetings' request to include necessary patching and incorporate any repairs necessary to improve roadway. Original estimate for chip seal was \$290k.

The revised drawings were based on site visit to each road with he and Terry St. Romain performed on 3/28/19. Total length of improvements is 5.1 miles and includes Old Highway 1 in Hamburg, N. Bayou Des Glaises, Big Bend and Voorhies Lane. If done with asphalt patching, leveling and asphalt overlay, budget approaches \$660k.

If a combination of bid items is utilized such as 4" stone base (for portion of Big Bend Road), Microseal and Chip Seal Surface Treatment (single, double and triple courses), budget is approximately \$375k. Single lift chip seal uses 1/2" aggregate. Two lifts is 3/8" and 1/2" sizes and three lifts adds an additional 3/4" aggregate layer. Cost of chip seal is approximately \$95k per mile and about half the cost of reconstruction base with asphalt surfacing.

Motion was made by Dr. Henry and seconded by Terry to advertise the project to Contractors for bids and adjust the scope of work after bids are received to keep the total project cost within the amount of Estimated Uncommitted 2019 Funds on the RD2 Financial Report. The motion passed.

**Motion RD2 to provide counters on Lee Chatelain Road**

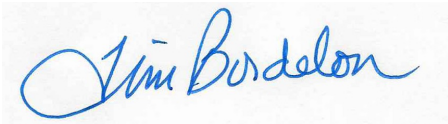
Duane made a motion to provide average daily traffic counts on any project scheduled for improvements including Lee Chatelain Road, Mayor Draper seconded the motion. The motion passed.

**Next Meeting**

Regular RD2 meetings are held on the third Tuesday of each month. Therefore, the next regularly scheduled meeting is intended to be May 21, 2019.

**Meeting adjourned**

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



April 23, 2019

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Tim Bordelon - Secretary

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Date

APPJ Road District 2

Financial Report					
Apr 17, 2019					
	Date		Actual Balance		
<b>Ending Balance from Previous Report</b>	Mar 19, 2019	RD2 General Account	\$520,795.01		
<b>Spending Since Previous Report</b>		<b>Payment to</b>	<b>Debit Amount</b>	<b>Purpose</b>	
	Apr 18, 2019	Moreau's Material Yard	\$6,219.97	Delivered aggregate per existing contract	
	Apr 18, 2019	Diamond B Const.	\$68,289.80	Payment on Round 3 Project Contract	
	Apr 18, 2019	APPJ - 1Q2019 Admin Fee	\$16,225.72	This Admin Fee still at 4%; will lower to 2% for 2Q2019 forward	
		<b>Sub-total</b>	<b>\$90,735.49</b>		
<b>Deposits Since Previous Report</b>		<b>Deposit from</b>	<b>Deposit Amount</b>	<b>Purpose</b>	
	Mar 27, 2019	APSO	\$24,848.00	State of Louisiana Revenue Sharing - 2nd of 3 payments	
		<b>Sub-total</b>	<b>\$24,848.00</b>		
<b>Current Balance at this Report</b>	Apr 17, 2019	RD2 General Account	\$454,907.52	Current Balance - Checked against 3/31/2019 CB Statement	
<b>Near-Term Authorized Spending</b>		<b>Payment to</b>	<b>Debit Amount</b>	<b>Purpose</b>	
		Moreau's Material Yard	\$7,237.46	Remaining on \$50k contract to provide aggregate on demand.	
		Diamond B Const.	\$10,220.61	Round 3 Projects: Orig. Cont. \$727,436.25 - CO #1 \$106,692	
		Diamond B Const.	\$25,338.47	CO #2 to Round 3 Contract for \$74,000; include Leo Morrow Rd.	
		APPJ	\$4,000.00	William Guillory Rd. - resurface ~150' on Plaqueville end.	
		Pan American Engrs	\$14,727.50	Support for Round 3 Contract - negotiated sum of \$35,000	
		Pan American Engrs	\$18,200.00	Support for Round 4 Contract - negotiated sum of \$18,200	
		<b>Sub-total</b>	<b>\$79,724.04</b>	Near-Term Spending	
<b>Expected Near-Term Deposits</b>		<b>Deposit from</b>	<b>Deposit Amount</b>	<b>Purpose</b>	
	Apr - May 2019	APSO - Ad Valorum	\$39,486.58	Based on \$800k expected 2018 Ad Valorem; \$760.5k received.	
	May 31, 2019	APSO - SOL Rev. Sharing	\$24,848.00	Based on 3 equal payments	
		<b>Sub-total</b>	<b>\$64,334.58</b>	Near-Term Deposits	
<b>RD2 Agreed to Hold in Reserve</b>		<b>Sub-total</b>	<b>\$100,000.00</b>		
<b>Estimated 2019 Uncommitted Funds</b>	Apr 17, 2019	RD2 General Account	\$339,518.06	Curr balance - Near-Term Spend + Near-Term Dep - Reserve.	
<b>Memo:</b>					
<b>Sinking Fund Status (Bond Service)</b>		<b>Action</b>	<b>Amount</b>	<b>Purpose</b>	
	Dec 31, 2018	Balance @ EOY 2018	\$118,015.76		
	Jan 31, 2019	January 2019 Interest	\$15.04		
	Feb 28, 2019	February 2019 Interest	\$11.10		
	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 \$78.0k on 2/23/2018)	
	Mar 29, 2019	March 2019 Interest	\$1.76		
	<b>Mar 31, 2019</b>	<b>Current balance</b>	<b>\$13,837.28</b>	Memo: paid \$10.2k Interest payments to CB & LPFA in Aug 2018	