

Minutes of Meeting

Meeting Date - November 27, 2018
Venue - Moreauville Community Center
Time - 6:00 PM

Attending

Dr. Henry Moreau - APPJ Juror and President of RD2 Commission
Tim Bordelon - RD2 Commissioner and Secretary of RD2 Commission
Duane Lacour - RD2 Commissioner
Rev. Leslie Draper III - Mayor of Simmesport and RD2 Commissioner
Terry St. Romain - Mayor of Plaquemine and RD2 Commissioner
Ron Bordelon - Project Engineer with Pan American Engineers (Guest)
Kevin Bordelon - APPJ Director of Civil Maintenance (Guest)

Absent

Trent Clark - APPJ Juror and RD2 Commissioner
Glenn McKinley - APPJ Juror and RD2 Commissioner

Call to Order

Dr. Moreau called the meeting to order at 6:09 PM.

Approval of minutes of October 17, 2018 RD2 Commission meeting

Tim Bordelon read the draft minutes of the October 17, 2018 meeting. Dr. Moreau called for discussion or amendments on the minutes; none offered. Terry St. Romain moved that the Commission accept these minutes; Duane Lacour seconded. The motion passed unanimously.

Review of November 2018 RD2 Financial Report

Tim Bordelon briefed the Commissioners on the 2018 budget and spending outlook for the RD2 Commission. The complete November 27, 2018 Financial Report is attached, highlights are:

Current balance in the checking account	\$515,662.17
Near-term authorized spending	(\$721,558.48)
Expected near-term deposits	\$0.00
Held in Reserve by RD2 Commission	<u>(\$100,000.00)</u>
Estimated uncommitted 2018 funds	(\$305,896.31)

Memo: Dr. Moreau will seek explanation from APPJ on the guidelines and deliverables associated with APPJ Admin Fee charged to RD2. APPJ has charged RD2 \$31.7k during the first 3 quarters of 2018.

Motion to approve the November 2018 RD2 Financial Report

Rev. Draper moved, and Terry St. Romain seconded, that the November 27, 2018 Financial Report be accepted by the RD2 Commission. The motion was approved unanimously.

RD2 Round 3 Road Repair Projects

The Round 3 effort is Reconstruction and Overlay on Coleman Ln, James Clark Rd, Lemoine Ln and Palmer Ridge Rd. Ron Bordelon informed the Commissioners that the construction contractor, Diamond B, has begun work on all four road segments and has completed the milling and soil cementing work. The asphalt cap will be installed on each segment within the next 2 to 3 weeks, weather permitting.

Tim Bordelon informed the attendees that he received a request from a Lemoine Ln resident to repair the potholes and uneven surfaces where Lemoine Ln connects to LA-451, on both ends. These 2 spots have been repaired periodically by APPJ by filling the potholes with cold mix. These fixes have been short-lived and nothing has been done about the lumps and depressions on the road surface. Ron Bordelon reminded the attendees that the contract with Diamond B has provisions to make such ad hoc repairs.

Memo: Kevin Bordelon will evaluate both ends of Lemoine Ln that connect to LA-451, develop a solution to the problem and authorize Diamond B to complete the necessary work under the existing contract.

Terry St. Romain offered to serve as a Substitute Inspector for RD2 projects, when Kevin Bordelon and Ron Bordelon are not available.

Motion to make Terry St. Romain an Inspector of Contractor works for RD2 Projects

Duane Lacour moved that the RD2 Commission authorize Terry St. Romain to perform the duties of an Inspector of Construction Contractor works for RD2 Projects, when neither Kevin Bordelon nor Ron Bordelon are available as Inspectors. Tim Bordelon seconded the motion. The motion passed unanimously.

Bayou Natchitoches Rd Drainage Improvements

Dr. Moreau and Keven Bordelon recently evaluated the drainage problem over this short segment of Bayou Natchitoches Rd. Their conclusions were that the 4 v-ditches allowing drainage through the spoils bank must be cleaned out with a dozer and the trees growing in the roadside ditch must be sprayed with herbicide in the Spring to allow more sunshine on the road. Kevin Bordelon said his crew will spray the trees in the Spring time.

Motion to clean out 4 V-ditches perpendicular to Bayou Natchitoches Rd

Duane Lacour moved to authorize Dr. Moreau to hire a contractor, and spend up to \$3,000, to clean out the 4 V-ditches past the berm created by the old spoils bank. Tim Bordelon seconded the motion. The motion passed unanimously.

Next Meeting

Regular RD2 meetings are held on the third Tuesday of each month. The Commissioners decided to hold no meeting in December 2018. Therefore, the next regularly scheduled meeting will be January 15, 2019.

Motion to adjourn

Tim Bordelon made a motion to adjourn. Terry St. Romain seconded the motion. Vote was unanimous and the meeting adjourned at 7:11 PM on November 27, 2018.

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



December 7, 2018

Tim Bordelon - Secretary

Date

APPJ Road District 2

Financial Report					
Nov 27, 2018					
	Date		Actual Balance		
Ending Balance from Previous Report	Oct 17, 2018	RD2 Current Account	\$537,985.07		
Spending Since Previous Report		Payment to	Debit Amount	Purpose	
	Oct 18, 2018	APPJ	\$12,805.36	3rd quarter 2018 Admin Fee (1st half 2018 was \$18,907.36)	
	Oct 23, 2018	Gillespie Blacktop	\$2,200.00	Pavings for connections to Desselle Crossing bridge	
	Oct 31, 2018	Cottonport Bank	\$132.54	Ordered new book of checks for RD2	
	Nov 1, 2018	Moreau's Material Yard	\$2,495.00	Loads of rock on \$50k supply contract	
	Nov 14, 2018	Pan American Engrs	\$4,690.00	Engineering support for Rounds 2 & 3 projects.	
		Sub-total	\$22,322.90		
Deposits Since Previous Report		Deposit from	Deposit Amount	Purpose	
			\$0.00		
		Sub-total	\$0.00		
Current Balance at this Report	Nov 27, 2018	RD2 Current Account	\$515,662.17	Current Balance	
Near-Term Authorized Spending		Payment to	Debit Amount	Purpose	
		Diamond B Const.	\$49,486.66	Outstanding on \$433k contract & \$57.5k CO for Round 2	
		Moreau's Material Yard	\$20,217.57	Remaining on \$50k contract to provide aggregate on demand.	
		Diamond B Const.	\$620,744.25	Round 3 Projects: Orig. Cont. \$727,436.25 - CO #1 \$106,692	
		Pan American Engrs	\$31,110.00	Support for Round 3 Contract - negotiated sum of \$35,000	
		Sub-total	\$721,558.48	Near-Term Spending	
Expected Near-Term Deposits		Deposit from	Deposit Amount	Purpose	
		APSO	\$0.00	Est remaining 2017 Ad Valorem Tax disbursements (per APAO)	
		Sub-total	\$0.00	Near-Term Deposits	
RD2 Agreed to Hold in Reserve		Sub-total	\$100,000.00		
Estimated 2018 Uncommitted Funds	Nov 27, 2018	RD2 Current Account	(\$305,896.31)	Curr balance - Near-Term Spend + Near-Term Dep - Reserve.	
Memo:					
Sinking Fund Status (Bond Service)		Action	Amount	Purpose	
	Oct 1, 2018	Interest payment	\$21,338.36	Interest Payment to Cottonport Bank	
	Oct 10, 2018	Transfer to Proj Acct	(\$20,000.00)	Moved excess funds to Project Account	
	Oct 31, 2018	Balance after Transfer	\$1,338.36	No further payments until Feb 2019; APPJ to top-up at EOY.	
	Nov 14, 2018	Ad Valorem Deposit	\$21,441.97	First Ad Valorem funds received from APSO	
	Nov 27, 2018	Current balance	\$22,780.33	APPJ will top up account to ~ \$120k with 1st Ad Valorem pymts	