

Minutes of Meeting

Meeting Date – August 20, 2019

Venue - Simmesport State Bank

Time - 6:00 PM

Attending

Trent Clark - APPJ Juror and RD2 Commissioner; acting President of RD2 Commission

Tim Bordelon - RD2 Commissioner and Secretary of RD2 Commission

Duane Lacour - RD2 Commissioner

Terry St. Romain - Mayor of Plaquemine and RD2 Commissioner

Rev. Leslie Draper III - Mayor of Simmesport and RD2 Commissioner

Kevin Bordelon - APPJ Director of Civil Works (Guest)

Ron Bordelon - Project Engineer w/Pan American Engineers (Guest)

Col. Charles Jones - President of APPJ (Guest)

Marsha Wiley - APPJ Juror for District 1 (Guest)

Bart Pittman - Consultant on Environmental Services/Permitting (Guest)

Matthew Kepplinger - Owner of TEPCO - aquatic weed control (Guest)

Absent

Dr. Henry Moreau - APPJ Juror and President of RD2 Commission

Glenn McKinley - APPJ Juror and RD2 Commissioner

Call to Order

Trent Clark called the meeting to order at 6:00 PM

Approval of minutes of July 23, 2019 RD2 Commission meeting

Since the July 23, 2019 minutes were distributed to the Commissioners in advance of this meeting, Trent Clark moved that the July 23rd minutes be voted upon for acceptance without reading aloud. Tim Bordelon seconded the motion and that motion was approved. Terry St. Romain moved that the minutes be approved and accepted into the record; Duane Lacour 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 July 23, 2019 Financial Report is attached, highlights are:

Current balance in the checking account	\$499,015.64
Near-term authorized spending	(\$410,508.54)
Expected near-term deposits	\$0.00
Held in Reserve by RD2 Commission	<u>(\$88,507.10)</u>
Estimated uncommitted 2019 funds	\$0.00

Motion to approve the August 20, 2019 RD2 Financial Report

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

Presentation on Environmental Permitting by Mr. Bart Pittman

Mr. Pittman reviewed the general permitting guidelines for maintaining ditches. Mr. Pittman's consulting services include physically scouting the ditches, developing the scope of work for a contractor to complete and expediting/assisting with permitting the project areas. Mr. Pittman advised that his Consultant Fee is \$105/hr. Typically, his report on a ~2 mile ditch would cost his client ~\$2,000.

Action Item for all RD2 Commissioners

The RD2 Commissioners were requested to propose candidate drainage ditches for this work and develop a priority list of drainage projects. With a priority listing, candidate ditches can be progressed with consultation by Mr. Pittman as budget funds are available.

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

The final payment to the Contractor, Diamond B Construction, is being held as retainage (\$33,443.08). Ron Bordelon and Terry St. Romain met with Diamond B on location at these two roads to discuss options for correcting the construction flaws on the two roads. The conclusions reached were: 2 areas need patching and numerous cracks need sealing. Diamond B patched the 2 areas on August 16, 2019. Diamond B also agreed to complete the sealing of cracks to RD2 satisfaction for the amount of retainage and close out the project.

Update on Round 4 Road Repair Projects

A single bid was submitted as a result of RD2's request for competitive bids on the package of road repairs. That bid was from Brudd Construction. PanAm's estimated cost of the work was \$350,000. Brudd Construction's bid was \$346,014.97. This contract was approved by the Greater APPJ for award to Brudd Construction. 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/LA1 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

Traffic Counts on RD2 Roads by Rapides Planning Commission

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

- Old Hwy 1 in Hamburg (LA Hwy 451 to Fab Tech)
- Pecan Grove Rd in Simmesport
- Back Step Rd in Plaquemine
- Lemoine Lane in Moreauville (West Side)
- N. Bayou des Glaises Rd in Moreauville (Sybil's X'ing to LA Hwy 1)

Action Item for Ron Bordelon

Request Rapides Planning Commission to develop Traffic Count reports on the above 5 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 September 17, 2019.

Meeting adjourned at 7:18 pm on August 20, 2019

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

August 27, 2019

Tim Bordelon - Secretary

Date

APPJ Road District 2

Financial Report				
Aug 20, 2019				
	Date		Actual Balance	
Ending Balance from Previous Report	Jul 23, 2019	RD2 General Account	\$514,271.58	
Spending Since Previous Report		Payment to	Debit Amount	Purpose
	Jul 9, 2019	Pan American Engrs	\$10,010.00	Final payment for support on Round 3 Contract
	Aug 14, 2019	Pan American Engrs	\$1,750.00	Payment for support on Round 4 Contract
	Aug 14, 2019	Diamond B Const.	\$3,495.94	Payment for deliverables on Round 3 Contract
		Sub-total	\$15,255.94	
Deposits Since Previous Report		Deposit from	Deposit Amount	Purpose
		None		
		Sub-total	\$0.00	
Current Balance at this Report	Aug 20, 2019	RD2 General Account	\$499,015.64	Current Balance - Checked against 7/31/2019 CB Statement
Near-Term Authorized Spending		Payment to	Debit Amount	Purpose
		Moreau's Material Yard	\$1,690.49	Remaining on \$50k contract to provide aggregate on demand.
		Moreau's Material Yard	\$25,000.00	Extension to contract for an additional \$25k
		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 Plaucheville end.
		Pan American Engrs	\$0.00	Support for Round 3 Contract - negotiated sum of \$35,000
		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	\$410,508.54	Near-Term Spending
Expected Near-Term Deposits		Deposit from	Deposit Amount	Purpose
	Jul - Dec 2019	APSO - Ad Valorem	\$0.00	Based on \$800k expected 2018 Ad Valorem; \$811.3k received.
	Jul - Dec 2019	APSO - SOL Rev. Sharing	\$0.00	
		Sub-total	\$0.00	Near-Term Deposits
RD2 Agreed to Hold in Reserve		Sub-total	\$88,507.10	
Estimated 2019 Uncommitted Funds	Apr 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	
	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 - June 2019 Interest	\$6.94	
	Jul 31, 2019	July 2019 Interest	\$1.76	
	Aug 5, 2019	Paid to LPFA	(\$1,275.00)	Interest payment to LPFA on 8/9/2018 was \$1,434.38
	Jul 31, 2019	Current balance	\$12,569.22	Current Balance - Checked against 7/31/2019 CB Statement
				Memo: paid \$8.6k Interest to CB on 8/27/2018; 2019 still pending