

**Minutes of Meeting**

Meeting Date - October 17, 2018  
Venue - Moreauville Community Center  
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 - Mayor of Plaquemine and RD2 Commissioner  
Ron Bordelon - Project Engineer with Pan American Engineers (Guest)  
Kevin Bordelon - APPJ Director of Civil Maintenance (Guest)  
John Laborde - Diamond B Construction (Guest)  
Ken Lajaunie - Inspector from Pan American Engineers (Guest)  
James Guillot - representing Duckhorn Hunting Club on Bayou Natchitoches Rd (Guest)

**Absent**

Duane Lacour - RD2 Commissioner  
Rev. Leslie Draper III - Mayor of Simmesport and RD2 Commissioner  
Glenn McKinley - APPJ Juror and RD2 Commissioner

**Call to Order**

Dr. Moreau called the meeting to order at 6:01 PM.

**Approval of minutes of September 18, 2018 RD2 Commission meeting**

Tim Bordelon read the draft minutes of the September 18, 2018 meeting. Dr. Moreau called for discussion or amendments on the minutes; none offered. Terry St. Romain moved that the Commission accept these minutes, Trent Clark seconded. The motion passed with unanimous vote.

**Review of October 2018 RD2 Financial Report**

Tim Bordelon briefed the Commissioners on the 2018 budget and spending outlook for the RD2 Commission. The complete October 17, 2018 Financial Report is attached, highlights are:

Current balance in the checking account	\$512,193.00
Near-term authorized spending	(\$731,943.48)
Expected near-term deposits	\$0.00
Held in Reserve by RD2 Commission	<u>(\$100,000.00)</u>
Estimated uncommitted 2018 funds	(\$319,750.48)

**Motion to approve the October 2018 RD2 Financial Report**

Terry St. Romain moved, and Trent Clark seconded, that the October 17, 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 summarized the Diamond B contract scope changes addressed with Change Order #1 as the following:

1. Took out seeding and fertilizing on all roads (reduction of ~\$2.5k),
2. Reduced asphalt cap on Coleman Ln from 3" to 2" (reduction of ~\$60k),

3. Took out erosion & sediment control on all roads (reduction of ~\$5.2k),
4. Took out patching on all roads (reduction of ~\$9k)
5. Took out head wall on Southeast corner of Lemoine Ln (reduction of ~\$30k).

Total contract reduction due to Change Order #1 is \$106,692. The CO has been agreed with Diamond B and is awaiting approval of Col. Jones. This CO #1 reduces the total contract amount from \$727,436.25 to \$620,744.25.

The Contractor's start date is estimated as November 12, 2018.

**RD2 Round 4 Road Repair Projects**

Since the RD2 budget for 2019 will be less than normal, due to the heavy spending on Round 3 projects, Dr. Moreau asked that the RD2 Commissioners nominate lower cost road repair projects, in particular, projects that could utilize Chip & Seal for repairs. Dr. Moreau asked that each RD2 Commissioner bring their Round 4 nominations to the November meeting. The data needed on nominated road segments are: Road Name, location of segment, segment length and road width.

**Bayou Natchitoches Rd Drainage Improvements**

Mr. James Guillot, representing Duckhorn Hunting Club, requested that RD2 or APPJ help improve drainage by removing trees and cutting trenches in a berm currently preventing drainage. The berm is the result of the spoils bank from deepening the roadside ditch years ago. Dr. Moreau and Keven Bordelon will inspect the situation during the week of October 22nd and determine whether assistance from RD2 and/or APPJ can be provided.


**Next Meeting**

Regular RD2 meetings are held on the third Tuesday of each month. The next regularly scheduled meeting is November 20, 2018.

**Motion to adjourn**

Terry St. Romain made a motion to adjourn. Tim Bordelon seconded the motion. Vote was unanimous and the meeting adjourned at 6:55 PM on October 17, 2018.

These minutes approved by Road District 2 Commission:



November 20, 2018

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Tim Bordelon - Secretary

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Date

APPJ Road District 2

Financial Report				
Oct 17, 2018				
	Date		Actual Balance	
<b>Ending Balance from Previous Report</b>	Sep 18, 2018	RD2 Current Account	\$516,905.84	
<b>Spending Since Previous Report</b>		<b>Payment to</b>	<b>Debit Amount</b>	<b>Purpose</b>
		Gillespie Blacktop	\$2,200.00	Pavings for connections to Desselle Crossing bridge
		Durable Pilings	\$22,602.00	Final payment on contract for Desselle Crossing repairs
		<b>Sub-total</b>	<b>\$24,802.00</b>	
<b>Deposits Since Previous Report</b>		<b>Deposit from</b>	<b>Deposit Amount</b>	<b>Purpose</b>
		From Sinking Fund	\$20,089.16	Excess in Sinking Fund transferred to Project Account
		<b>Sub-total</b>	<b>\$20,089.16</b>	
<b>Current Balance at this Report</b>	Oct 17, 2018	RD2 Current Account	\$512,193.00	Current Balance
<b>Near-Term Authorized Spending</b>		<b>Payment to</b>	<b>Debit Amount</b>	<b>Purpose</b>
		Diamond B Const.	\$49,486.66	Outstanding on \$433k contract & \$57.5k CO for Round 2
		Pan American Engrs	\$4,000.00	Engineering support for Round 2 projects
		Moreau's Material Yard	\$22,712.57	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	\$35,000.00	Support for Round 3 Contract - negotiated sum of \$35,000
		<b>Sub-total</b>	<b>\$731,943.48</b>	Near-Term Spending
<b>Expected Near-Term Deposits</b>		<b>Deposit from</b>	<b>Deposit Amount</b>	<b>Purpose</b>
		APSO	\$0.00	Est remaining 2017 Ad Valorem Tax disbursements (per APAO)
		<b>Sub-total</b>	<b>\$0.00</b>	Near-Term Deposits
<b>RD2 Agreed to Hold in Reserve</b>		<b>Sub-total</b>	<b>\$100,000.00</b>	
<b>Estimated 2018 Uncommitted Funds</b>	Oct 17, 2018	RD2 Current Account	(\$319,750.48)	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, 2017	Balance at EOY 2017	\$137,211.89	First Ad Valorem Tax payments established to hold reserve
	Jan 1, 2018	Debit	(\$10.00)	Minimum balance fee
	Feb 14, 2018	Payment to LPFA	(\$27,700.52)	Principal & Interest payment to LPFA
	Feb 23, 2018	Payment to CP Bank	(\$78,033.12)	Principal & Interest payment to Cottonport Bank
	Jan - Sep 2018	Interest earned	\$72.86	
	Aug 9, 2018	Interest payment	(\$1,434.38)	Interest Payment to LPFA
	Aug 27, 2018	Interest payment	(\$8,754.43)	Interest Payment to Cottonport Bank
	October, 2018	Transfer to Proj Acct	(\$20,089.16)	Moved excess funds to Project Account
	<b>Oct 17, 2018</b>	<b>Current balance</b>	<b>\$1,263.14</b>	No further payments until Feb 2019; APPJ to top-up at EOY.