

**Minutes of the Regular Monthly Meeting  
Of the Board of Directors of  
Brazoria County Drainage District # 5  
December 7, 2020**

Members Present: Lee Walden, P.E., President  
Kerry L. Osburn, Vice President  
Brandon Middleton, Sectary/ Treasurer

Board Officials Present: Melinda Bahr, Director of Admin. Services  
Adam Eversole, Field Foreman  
Jarred Aden, District Engineer  
Joseph Patterson, District Attorney

Others Present Thomas Arnold- EHRA, Valarie Lansford and Marti Graves.

**\*\*\*Minutes were taken from CD disk \*\*\***

**1. Call to Order, Invocation and Pledge of Allegiance**

Commissioner Walden called the meeting to order at 3:00 P.M. A quorum was present.  
Commissioner Walden led the Pledge of Allegiance.

**2. Recognition of Guest- Public Forum Comments**

**3. Approval of Minutes**

A. Regular Monthly Meeting/ November 2, 2020

- Commissioner Middleton moved to approve the minutes for November 2, 2020 regular monthly meeting as presented to the board.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

B. Emergency Call Meeting/ November 17, 2020

- Commissioner Middleton moved to approve the minutes for November 17, 2020 Emergency Call meeting as presented to the board.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

**4. Reports**

A. Robert Vincent Jr., Superintendent

- Not present.

B. Melinda Bahr, Director of Admin. Services

- Mrs. Bahr stated the state will send out an inspector to look at the Bridge and some of the ditch bank recovery projects.

C. Adam Eversole, Field Forman

- Mr. Eversole stated the men are helping Road and Bridge install a 68" culvert County Road 45, will be installing a culvert for Mr. Sabo this week on Ditch # 105-04-00, working on Mr. Anderson's property off County Road 121 Ditch # 102-01-00 and working the slopes on Corner Bayou.

D. Jarrod Aden, District Engineer

- No report.

E. Board Officials

1. Commissioner Osburn

- Mr. Osburn asked Mr. Eversole if the men have been able to work on the second driveway on CR 64. Mr. Eversole stated not yet, but it's on the list to do.

- Mr. Osburn asked about a bill from Mahco Inc., Mrs. Bahr stated the bill is for the men's uniform shirts.
- 2. Commissioner Middleton
  - No report.
- 3. Commissioner Walden
  - No report.

5. **Drainage Plans under review**

**Jarrold Aden P.E., CFM**

A. Meridiana BCMUD 56 WWTP Phase 1 - B200028/ Final/ Plan

- Commissioner Middleton made a motion to approve the final plan for Meridiana BCDUD 56 WWTP Phase I.
- Commissioner Osburn seconded the motion with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

6. **New Business**

A. **Discussion, Consideration & Possible Action** – Accept the petition to annex lands in Gates Loop Subdivision, Leddy Estates and surrounding area into the District's boundaries.

- Ms. Valarie Lansford and Mrs. Graves presented a petition to the board of Directors for an election for annexation of approximate 838- acre tract of land situated in Charles Prescott survey, A354, Amos Pollard Survey, A-359, and the A. J. Watts survey, A-584.
- Commissioner Middleton made a motion to approve the signatures on the petition and accept the petition for annexation of approximate 838- acre tract of land situated in Charles Prescott survey, A354, Amos Pollard Survey, A-359, and the A. J. Watts survey, A-584.
- Commissioner Osburn seconded the motion with no further discussion the motion passes with a vote of 3 ayes and 0 nays.

B. **Discussion, Consideration & Possible Action** - Danbury C-Store Variance for the proposed maintenance berms/ 15-foot maintenance berm, the pond is a depth of 5.59 feet. District requires 20 to 30 feet maintenance berms.

- Commissioner Middleton made a motion to approve the Variance for the maintenance berms to be a 15-foot maintenance berm.
- Commissioner Osburn seconded the motion with no further discussion the motion passes with a vote of 3 ayes and 0 nays.

C. **Discussion, Consideration & Possible Action** – Approve Hurtado Construction Company/ Pipeline permit, water line. Chocolate Bayou 100-00-00.

- Commissioner Middleton made a motion to approve the Hurtado Construction Company/ Pipeline permit, water line. Chocolate Bayou 100-00-00.
- Commissioner Osburn seconded the motion with no further discussion the motion passes with a vote of 3 ayes and 0 nays.

D. **Discussion, Consideration & Possible Action** – Discussion on changing name from Brazoria County Drainage District # 5 to Brazoria Conservation and Reclamation # 5.

- Commissioner Middleton made a motion to approve the changing name from Brazoria County Drainage District # 5 to Brazoria Conservation and Reclamation # 5.
- Commissioner Osburn seconded the motion with no further discussion the motion failed with a vote of 0 ayes and 3 nays.

E. **Discussion, Consideration & Possible Action** –Discussion of purchasing District Equipment.

- Commissioners discussed purchasing equipment. No action taken.
- F. **Discussion, Consideration & Possible Action** – Approval of the Purchasing Policies and Procurement Manual.
  - Commissioner Middleton made a motion to approve the Purchasing Policies and Procurement Manual.
  - Commissioner Osburn seconded the motion with no further discussion the motion failed with a vote of 0 ayes and 3 nays.

7. **General Business**

- A. Payment of Vouchers for November 2020.
  - Commissioner Middleton moved to approve the vouchers for November 2020.
  - Commissioner Osburn seconded the motion, with no further discussion the motion passed with a vote of 3 ayes and 0 nays.

8. **Adjournment**

- Commissioner Walden adjourned the meeting at 4:35 pm.

Approved:

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Lee Walden/ President

Witnessed:

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Brandon Middleton/ Secretary-Treasurer