

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – MARCH 1, 2023**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 1<sup>st</sup> day of March 2023 at its meeting place in the Commissioners Courtroom of the Waller County Courthouse, Hempstead, Texas. The meeting was called to order by Waller County Judge Trey Duhon at 9:01 a.m. with the following members of the Court present to-wit:

Carbett "Trey" J. Duhon III, County Judge  
John A. Amsler, Commissioner Precinct 1  
Walter Smith, Commissioner Precinct 2  
Kendric D. Jones, Commissioner Precinct 3  
Justin Beckendorff, Commissioner Precinct 4  
Debbie Hollan, County Clerk

Delivery of Invocation by: Commissioner Amsler  
Pledge to the American Flag and Texas Flag led by: Commissioner Beckendorff

1. **Approval of Agenda.**

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

**PUBLIC COMMENT**

To slow the spread of COVID-19, the public may make public comment at the beginning of the meeting by teleconference. **Local callers should call 979-921-6212.** Non-local callers should call 800-576-1131. The user code for both numbers is **14329937**. Callers will be asked if they would like to make public comment. After public comment, the teleconference line will be closed. The public may continue to watch the meeting streamed online at <http://wallercountytx.swagit.com/live>.

1. Kathy Carpenter    2. Larry Parr    3. Sean Burch    4. Bill Parks

**CONSENT AGENDA**

Items identified within the consent agenda are of a routine nature, and will be passed with one vote without being discussed separately. If a member of the court or public requests that a particular item be discussed, that agenda item will be pulled from the Consent Agenda and discussed as part of the regular agenda at the appropriate time. One vote will approve the remaining items on the Consent Agenda.

2. **Approval of the minutes** – February 21, 2023 Regular Session

3. **Request to approve payment on the following:**

(a) \$178,939.25 for Invoice #2152023GWA to Waller County Appraisal District for 1<sup>st</sup> and 2<sup>nd</sup> Quarterly payments. Funds to be paid from line item 125-437-540500 [Tax Appraisal District] as allocated in the 2023 Budget.

(b) \$5,774.00 for Invoice # 11773 to Harris County from line item 125-423-540702 [Autopsy].

(c) \$2,450.00 for two Invoices dated February 13, 2023 for \$1,225.00 each to Magnolia Funeral Home, Inc. from line item 125-423-540705 [Transport to Morgue].

4. Request by County Auditor for approval and/or ratification of Accounts Payable.
5. Request by County Engineer to approve advertising for Competitive Bids in the Katy Times, Hot Line Press and Waller County Express, payment for advertising to be funded from line item 125-401-544100 [Bid Notices and Printing] for:

EMULSIFIED ASPHALT & HAULING  
HOT MIX ASPHALTIC CONCRETE PAVEMENT (HMAC) INSTALLATION  
(Pct. 1 & Pct. 2)  
HOT MIX ASPHALTIC CONCRETE PAVEMENT (HMAC) INSTALLATION  
(Pct. 3 & Pct. 4)  
HYDRATED LIME

Motion to approve Consent Agenda made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

***Court reconsiders Consent Agenda later in meeting – correcting item 3(c) (page 4)***

***Advanced to Agenda Items #14-15***

14. Discuss and take action to approve the purchase and installation of audio and visual equipment for the Precinct 4 Courtroom Annex in the amount of \$42,980.23. Funds to be paid from line item 119-429-581815 [Justice Court Technology Fund].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

15. Discuss and take action to approve the purchase and installation of security camera equipment for the Precinct 4 Annex in the amount of \$6,008.00. Funds to be paid from line item 241-595-561209 [ARPA Miscellaneous].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

***Moved to Agenda Item #13***

**DISTRICT ATTORNEY**

13. Discuss and take action to approve the creation of a Sexual Assault Investigator position. Funding to be paid from ARPA funds.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

**COUNTY ENGINEER**

6. Discuss and take action to approve Salary Adjustments within the Road & Bridge Department.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Smith made motion to amend it to approve the salary order effective March 6<sup>th</sup>, seconded by Commissioner Jones.

**Amendment carried** by 5-0 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – Yes</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

**Amended Motion carried** by 5-0 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – Yes</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

7. Discuss and take action to establish a formal process to consider Proposed Amendments to the Major Thoroughfare Plan/Map.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Beckendorff made motion to amend to adopt the processes outlined in the memo, seconded by Commissioner Jones.

**Amendment carried** by 5-0 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – Yes</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

**Amended Motion carried** by 5-0 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – Yes</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

**ELECTIONS**

8. Discuss and take action to authorize the Joint Resolution for Election Services for the May 6, 2023 Entity Elections.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – Yes</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

9. ~~Discuss and take action to approve Notice of Joint Election for May 6, 2023.~~  
**Item WITHDRAWN.**

10. ~~Discuss and take action for approval to post the Notice of Joint Election in a newspaper of general circulation for the May 6, 2023 Election.~~ **Item WITHDRAWN.**

**TREASURER**

11. Discuss and take action to amend the 2023 Salary Order.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – Yes</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

## GRANT MANAGER

12. Discuss and take action to award bid for professional home demolition services associated with the County's CDBG-DR Buyout Program (CDBG-DR Project 20-066-011-C074).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Beckendorff moved to amend to select JWTC, seconded by Commissioner Amsler

**Amendment carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

**Amended Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

## DISTRICT ATTORNEY

13. *Court addressed Agenda Item #13 earlier in meeting. (page 2)*

## MISCELLANEOUS

14. *Court addressed Agenda Item #14 earlier in meeting. (page 2)*

15. *Court addressed Agenda Item #15 earlier in meeting. (page 2)*

16. Discuss and take action to approve the re-appointment of Carl Bowles to the Gulf Coast Workforce Board for a 2-year term beginning January 1, 2023 through December 31, 2024.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

### ***Reconsider Consent Agenda***

Motion to reconsider Consent Agenda made by Commissioner Smith, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

Judge Duhon made motion to amend 3(c) to be Schmidt Funeral Home not Magnolia Funeral Home, seconded by Commissioner Beckendorff.

**Amendment carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

**Amended Motion carried** by 5-0 vote.

<i>Judge Trey Duhon</i> – Yes	<i>Commissioner Amsler</i> – Yes	<i>Commissioner Smith</i> – Yes
	<i>Commissioner Jones</i> – Yes	<i>Commissioner Beckendorff</i> – Yes

***Proceeded to Agenda Item 17***

17. Discuss and take action to deliberate business and financial issues in executive session based on determination and recommendation from the District Attorney's Office that deliberation in an open meeting regarding business and financial issues related to the purchase, exchange, lease, or value of real properties would have a detrimental effect on the position of the County in negotiations with third persons.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

18. Discuss and take action to deliberate business and financial issues in executive session based on determination and recommendation from the District Attorney's Office that deliberation in an open meeting regarding business and financial issues related to contract negotiations for it would have a detrimental effect on the position of the County in negotiations with third persons.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 5-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## **EXECUTIVE SESSION**

19. Deliberate business and financial issues related to the purchase, exchange, lease or value of real properties pursuant to Government Code Sections 551.072 and 551.0725.
20. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.
21. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.
22. Deliberate the evaluation and duties of the Grant Manager pursuant to Government Code Section 551.074.
23. Deliberate the evaluation and duties of the Library Director pursuant to Government Code Section 551.074.
24. Deliberate the evaluation and duties of the Environmental Designated Representative pursuant to Government Code Section 551.074.
25. Deliberate the evaluation and duties of the County Engineer pursuant to Government Code Section 551.074.
26. Deliberate the evaluation and duties of the Construction Manager pursuant to Government Code Section 551.074.
27. Deliberate the evaluation and duties of the Maintenance Supervisor pursuant to Government Code Section 551.074.

**Court convened to Executive Session at 9:58 a.m.**

**Court reconvened from Executive Session at 1:20 p.m.**

28. ~~Reconvene in Open Session to take any action necessary on matters discussed in Executive Session. Item WITHDRAWN.~~

**ADJOURN MEETING**

Motion to **adjourn** meeting by Commissioner Amsler, seconded by Commissioner Jones.

**Motion carried** by 5-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

Meeting was **ADJOURNED** at 1:20 p.m.

I **ATTEST** that the above proceedings are the true and correct minutes taken in my capacity as  
Ex-Officio for the Commissioners' Court of Waller County.



*Debbie Hollan*

Debbie Hollan  
Waller County Clerk

**APPROVED this the 8<sup>th</sup> day of May 2023.**

*Trey Duhon*

Carbett "Trey" J. Duhon, III  
County Judge