



MINUTES

WALLER COUNTY COMMISSIONERS COURT REGULAR SESSION WEDNESDAY – JANUARY 8, 2025

BE IT REMEMBERED that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 8th day of January 2025 at its meeting place at the Waller County Joe Kuciemba Annex, Hempstead, Texas.

CALL TO ORDER

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

Commissioner Jones made motion to approve agenda, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

PUBLIC COMMENT - None

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 Minutes – December 18, 2024 Regular Session
3. Request by County Treasurer for Approval of Payroll Disbursements.
4. Request by County Treasurer for approval of Election Payroll Disbursements.
5. Request by County Auditor to Approve and/or Ratify 2025 Budget Adjustments and Departmental Line-Item Transfers. *(no backup submitted)*

Request to approve payments on the following:

6. \$55,854.38 for Invoice #96355 to Motorola Solutions from line item 247-514-581700 [Equipment].
7. \$2,863.86 for Invoice #96355 to Motorola Solutions from line item 247-514-581700 [Equipment].
8. \$3,393.00 for Invoice #114951 to H2O Partners from line item 244-240-545405 [Engineering] for services rendered associated with the County's Multijurisdictional Hazard Mitigation Plan Update (GLO Local Hazard Mitigation Plan Update).
9. Request by County Auditor to Approve and/or Ratify Accounts Payable.
10. Request by County Engineer to place roads in Sunterra Section 71 into the developer's one-year maintenance period, effective October 15th, 2024, and reduce the maintenance bond.
11. Request by County Engineer to place roads in Bluestem Section 4 into the developer's one-year maintenance period, effective October 31st, 2024, and reduce the maintenance bond.
12. Request by County Engineer to accept the roads in Sunterra Section 29 into county maintenance and release the bond.
13. Request by County Engineer to accept the roads in Sunterra Section 46 into county maintenance and release the bond.
14. Request by County Engineer to accept the roads in Stockdick Road Section 4 and 5 into county maintenance and release the bond.
15. Request by County Engineer to accept the roads in Kingsland Heights Section 5 into county maintenance and release the bond.
16. Request by County Engineer to accept Bluestem Prairie Drive from Wilson Road to approximately 0.53 miles west. Storm sewer and utilities will not be maintained by Waller County.

Commissioner Jones stepped away from meeting 9:06 a.m.

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

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Absent

Commissioner Beckendorff

– Yes

PROCLAMATION

17. Approve Proclamation in recognition of Law Enforcement Appreciation Day.

Motion made by Commissioner Beckendorff, seconded by Commissioner Smith.
(Judge Duhon read Proclamation)

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes	Commissioner Amsler – Yes	Commissioner Smith – Yes
	Commissioner Jones – Absent	Commissioner Beckendorff – Yes

Meeting paused due to audio/video issues at 9:12 a.m.

Meeting back in session at 9:15 a.m.

COUNTY ENGINEER

18. Approve payment of \$91,360.98 for Invoice #202439287 to LJA Engineering, Inc. for Professional Services rendered 09/28/2024 through 11/01/2024 (4th Invoice). Funding to be paid from line item 605-605-545405 [Prof. Services].

Motion made by Commissioner Beckendorff, seconded by Commissioner Smith.

Commissioner Jones returned to Court at 9:20 a.m.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes	Commissioner Amsler – Yes	Commissioner Smith – Yes
	Commissioner Jones – Yes	Commissioner Beckendorff – Yes

19. **Spread** upon the minutes the allotment of 1,622.30 Cubic Yards of RAP material valued at \$32,446.00 for 2025 from the Texas Department of Transportation (TxDOT).

No action required.

GRANT MANAGER

20. Authorize the County Grant Manager to submit a FY26 State Homeland Security Program grant application to the Office of the Governor, Public Safety Office.

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

21. Ratify contract amendment associated with CDBG-DR Contract 20-065-062-C180.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Beckendorff made motion to amend to authorize the County Judge to execute contract amendment, seconded by Commissioner Jones.

Amendment carried by 5-0 vote.

Judge Trey Duhon – Yes	Commissioner Amsler – Yes	Commissioner Smith – Yes
	Commissioner Jones – Yes	Commissioner Beckendorff – Yes

Amended Motion carried by 5-0 vote.

Judge Trey Duhon – Yes	Commissioner Amsler – Yes	Commissioner Smith – Yes
	Commissioner Jones – Yes	Commissioner Beckendorff – Yes

22. Approve changes to the County's SAVNS/VINE Maintenance Plan.

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

TREASURER

23. Correct supplemental pay on the Pre-Trial Diversion fund effective 01/01/25.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

FIRE MARSHAL

24. Approve no-cost contract with Clear Channel Communications for Hurricane Awareness billboard advertising.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

25. Approve transfer of part-time funds in 125-401-510107 [Part Time Clerical/Comm 4] to 125-509-510080 [Fire Marshal's Office Salary Line] in the amount of \$25,000.00.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

26. ~~Approve salary grade 105 with a starting for Fire Marshal's Office Permit Coordinator.~~
Item **WITHDRAWN**.

DIRECTOR OF FACILITIES

27. Approve payment of ~~\$4,055,709.81~~ **\$4,050,094.69** for Application #26 to Sedalco, Inc. to be paid from the following line items:

\$33,026.91 - 604-604-545045 [Professional Services].

~~\$4,022,682.90~~ **\$4,017,067.78** - 604-604-581000 [Bldg Purch, Const, or Improv].

Motion made by Commissioner Beckendorff, seconded by Commissioner Smith.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

28. Approve payment of \$189,890.61 for Invoice #10 to Sedalco. Funds to be paid from line item 125-600-581620 [Justice Center Modular Building Design Fees].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

Advanced to Agenda Items #30-37

MISCELLANEOUS

30. Approve the IRS standard mileage rate for business travel at .70 cents per mile for 2025.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

31. Approve Court order setting allowances for travel outside the County in 2025.

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

32. Approve Court Order setting the pay for Jurors in 2025 and providing food and lodging for Jurors in certain cases and instances.

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

33. Approve payment of \$40,012.50 for Invoice #'s 3473407, 3491687, 3461123, 3446946, 3430312, 3416986, 3407203, 3382672, 3510567, 3430313, 3416988, and 3382673 to Husch Blackwell. Funds to be paid from line item 125-411-540300 [Legal].

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

34. Approve the members for the 2025-2026 Waller County Historical Commission.

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

35. Approve request by Pastor John Fitz-Chapman with Win Church to rent the Community Center on a continued basis during the evenings for every available Thursday in 2025.

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

36. Approve order to raise the micro-purchase threshold under 2 C.F.R. 200 to \$50,000.00 for fiscal year 2025.

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

37. **Presentation** by CenterPoint Energy on Generator donation.

No action required.

Advanced to Agenda Items #40-45

40. Approve deliberation of 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 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

41. Approve deliberation of 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

42. Consultation with District Attorney and outside counsel, including consultation with outside counsel regarding procurement and ethics compliance pursuant to Government Code Section 551.071.
43. Consultation with District Attorney related to advice about pending or contemplated litigation or a settlement offer.
44. 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.
45. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.

Court convened to Executive Session at 10:21 a.m.

Court reconvened from Executive Session at 12:07 p.m.

46. Reconvene in Open Session to take any action necessary on matters discussed in Executive Session.

Returned to Agenda Items #29, #38-39.

29. Approve the consolidation of the Maintenance Department into the Facilities Department, with the Maintenance Supervisor under the authority of the Facilities Director and update the Waller County personnel policy to reflect the same.

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

38. Discuss and take action on Procurement Director position.

Judge Duhon made motion to authorize and offer letter to the candidate which was discussed in Executive Session at the salary amount that was also discussed in Executive Session, 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

39. ~~Discuss and take action on personnel matters related to County employee(s).~~
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

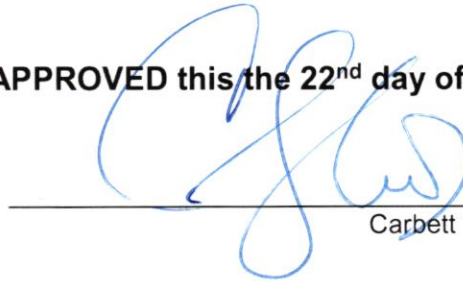
Meeting was **ADJOURNED** at 12:08 p.m.

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
Waller County Clerk

APPROVED this the 22nd day of January 2025.



Carbett "Trey" J. Duhon, III
County Judge