

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – FEBRUARY 9, 2022**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 9<sup>th</sup> day of February 2022 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 9:02 a.m. with the following members of the Court present to-wit:

Carbett "Trey" J. Duhon III, County Judge  
Walter Smith, Commissioner Precinct 2  
Kendric D. Jones, Commissioner Precinct 3  
Justin Beckendorff, Commissioner Precinct 4  
Stephanie Tompkins, Chief Deputy Clerk  
Absent: John A. Amsler, Commissioner Precinct 1

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

**1. Approval of Agenda.**

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

**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://wallercountytexas.swagit.com/live>.

The following public members made public comment:

1. Lesha Roberts

**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 2, 2022 Regular Session
3. Request by County Treasurer for approval of Payroll.
4. Request to approve payment on the following:
  - (a) \$2,016.00 for Invoice dated January 27, 2022 to Magnolia Funeral Home, Inc. from line item 125-423-540705 [Transport to Morgue].

(b) \$7,500.00 for Invoice # 07507 to Brazos Valley Council of Governments from line Item 125-525-546900 [BVCOG] for quarterly payment as allocated in the 2022 Budget.

(c) \$1,500.00 for Invoice # 2022-1017 to Highway 36 Coalition from line item 125-411-561302 [Highway 36 Coalition].

5. Request by County Auditor for approval and/or ratification of Accounts Payable.
6. Request by County Engineer to accept Waller County's allotment of 1,572 Cubic Yards of RAP material for 2022 from Texas Department of Transportation and authorize the County Judge to sign an acceptance letter. Allotment valued at \$31,435.00 and will be available for pick up by Waller County trucks at TxDOT maintenance yard at 400 FM 1488, Hempstead, Texas.
7. Request by County Engineer to accept Right-of-Way and/or Exclusive Easement dedications along Woods Rd, from IG-10 southward, necessary to expand the roadway. *No backup submitted.*
8. Request by County Engineer to approve the Final Plat of P150.
9. Request by County Engineer for the approval of the Final Plat of Twinwood Business Park, Phase 4, Street Dedication and accept the Maintenance Road.
10. Request by County Engineer for the approval of the Final Plat of Twinwood Business Park, Phase 5, Street Dedication and accept the Maintenance Road.

Motion to approve consent agenda made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Absent*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## **PROCLAMATION**

11. Discuss and take action to approve Proclamation observing February as Black History Month.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

(Commissioner Jones read Proclamation)

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Absent*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## **EXTENSION OFFICE**

12. **Introduction** by Eric Zimmerman, District Extension Administrator, and approval of Ms. Z'Aundria Warren, Finalist for the Texas A&M Agrilife County Extension Agent position for Family and Community Health in Waller County.

*No action required.*

## **COUNTY ENGINEER**

13. ~~Discuss and take action to approve changes to the Road and Bridge Dept. Salary Order.~~  
**Item WITHDRAWN.**

**COUNTY JUDGE**

14. Discuss and take action to approve Smart Watershed Mitigation Study.

Commissioner Beckendorff made motion to table, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote. **Item TABLED.**

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

**COMMISSIONER, PRECINCT 2**

15. Discuss and take action to approve and adopt a County Road Adoption Program.

*No backup submitted.*

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

*No action taken.*

**AUDITOR**

16. Discuss and take action to approve the following debt payments due February 15, 2022:

WC Certificates of Obligation, Series 2014 in the amount of \$549,361.31, payable to Trust Government Finance,

WC General Obligation Bonds, Series 2017 in the amount of \$511,475.00 payable to Amegy Bank,

WC General Obligation Bonds, Series 2017 in the amount of \$300.00, payable to Amegy Bank,

WC General Obligation Bonds, Series 2018 in the amount of \$1,577,003.13, payable to Amegy Bank,

WC Tax Notes, Series 2018 in the amount of \$1,369.99, payable to Truist Government Finance,

WC Tax Notes, Series 2020 in the amount of \$22,262.99, payable to JPMorgan Chase.

To be paid from the following line items:

515-635-575000 (Principal) \$1,975,000.00

515-635-576000 (Interest) \$686,472.12

515-635-577000 (Fees) \$300.00

*No backup submitted.*

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

17. Discuss and take action to approve 2021 Engagement Letter between Waller County and Rutledge, Crain and Company, PC to be paid from line item 125-411-540700 (Audit).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

## ELECTIONS

18. Discuss and take action to approve a \$4 per hour supplement for election workers and election judges for the Joint Primary Election, bringing hourly pay for election workers to \$15 and hourly pay for election judges to \$16. *No backup submitted.*

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Beckendorff made motion to amend to be paid out of ARP money, seconded by Commissioner Jones.

**Amendment carried** by 4-0 vote.

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

**Amended Motion carried** by 4-0 vote.

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

19. Discuss and take action to approve notice of the Joint Primary Election.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

## FIRE MARSHAL

20. Discuss and take action to approve (2) Sierra Wireless MP70 WiFis to support internet capabilities for the Waller County Incident Command trailers, in the amount of \$2,458.00. Funds to be paid from line item 241-595-561209 [ARP Miscellaneous].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

## MISCELLANEOUS

21. Discuss and take action to approve the creation of a Commissioners Court Chief of Staff position and to approve posting of the job description.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

22. Discuss and take action to amend County policies in relation to COVID-19.

*No action taken.*

23. ~~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 in Precinct 1, Precinct 3, and Precinct 4 would have a detrimental effect on the position of the County in negotiations with third persons. Item WITHDRAWN.~~

**EXECUTIVE SESSION**

- 24. ~~Deliberate business and financial issues related to the purchase, exchange, lease, or value of real properties in Precinct 1, Precinct 3, and Precinct 4 pursuant to Government Code Sections 551.072 and 551.0725. Item WITHDRAWN.~~
- 25. ~~Deliberate the appointment, employment, or duties of a Commissioners Court Chief of Staff pursuant to Government Code Section 551.074. Item WITHDRAWN.~~
- 26. ~~Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071. Item WITHDRAWN.~~
- 27. ~~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 Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Absent*

*Commissioner Smith – Yes*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

Meeting was **ADJOURNED** at 11:06 a.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



By: *Stephanie Tompkins*  
Stephanie Tompkins, Chief Deputy Clerk

**APPROVED** this the 16<sup>th</sup> day of February 2022.

Carbett “Trey” J. Duhon, III  
County Judge