

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – MACH 25, 2020**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 25<sup>th</sup> day of March 2020 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 9:03 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  
Jeron Barnett, 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 Barnett

1. **Approval of Agenda.**

Motion to **approve** by Commissioner Smith, seconded by Commissioner Beckendorff.

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – 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 the minutes** – March 18, 2020 Regular Session

3. **Request by County Treasurer for approval of Payroll.**

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

(a) \$33,635.78 for invoice # 32 to Brinkley Sargent Wiginton Architects from line item 601-601-545405 [Professional Services Jail].

(b) \$67.76 for invoice # 26417, \$470.00 for invoice # 26416, \$470.00 for invoice # 26256, and \$450.00 for invoice # 26476 for a total of \$1,457.76 to Metro Container LLC from line item 600-600-587521 [Library].

(c) ~~\$6,855.00 for invoice # 239968 to ICS from line item 125-411-542501 [Telephone/Equip & Svc].~~ **Item WITHDRAWN**

(d) \$3,250.00 for invoice to Singleton & Sons Funeral Home, Inc. from line item 125-411-561502 [Pauper Burial Expense].

5. **Request by County Auditor for approval and/or ratification of Accounts Payable.**

6. Request by County Engineer for the approval of the Final Plat of Bolin Subdivision.
7. Request by County Tax Assessor Collector to approve refunds in excess of \$500.00 in accordance with section 31.11 Texas Tax Code.

Motion to **approve** consent agenda with item 4(c) withdrawn by Commissioner Beckendorff, seconded by Commissioner Smith.

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

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

## COUNTY JUDGE

8. Discuss and take action to adopt the Emergency Management Plan, as amended.

Motion to **amend** the Emergency Management Plan to include the enforcement provision as outlined in the document provided to us by Liz by Commissioner Beckendorff, seconded by Commissioner Barnett.

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

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

9. Discuss and take action to extend the Disaster Declaration and adopt emergency management orders.

Motion to extend the Disaster Declaration until further notice by Commissioner Beckendorff, seconded by Commissioner Smith.

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

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

Commissioner Beckendorff made motion to adopt the Judge’s Order, seconded by Commissioner Barnett.

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

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

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

Commissioner Smith made motion to **rescind** the policy put in place last week regarding PTO, etc..., 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 Barnett – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

Judge made motion to allow people full refund regardless of when they cancel as long as it’s our policy that we are not allowing events at the Community Center, full refund for cancellations and suspending rentals at the Community Center, seconded by Commissioner Barnett.

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

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

## COUNTY ENGINEER

11. Discuss and take action to approve the acceptance of roads in Kingsland Heights Section 1 into the Waller County Maintained Road Log.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 12. Discuss and take action to advertise for Competitive Bids for Traffic and Guard Rail Improvements at various locations in Waller County. Advertising to be posted in the newspaper of general circulation and payment for advertising to be funded from line item 125-401-544100 [Bid Notices and Printing].

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 13. Discuss and take action to advertise for Competitive Bids for Construction of Headwalls on Buller Road at Dry Branch. Advertising to be posted in the newspaper of general circulation and payment for advertising to be funded from line item 125-401-544100 [Bid Notices and Printing].

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 14. Discuss and take action to terminate the professional services contract with A-Survey for survey work on Clemons Switch Rd., due to not submitting the Required deliverable necessary deliverables within a reasonable time.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

Motion to **table** agenda item by Commissioner Beckendorff, seconded by Commissioner Barnett.

**Motion carried** by 5-0 vote – **Item TABLED.**

- 15. ~~Discuss and take action to remove the requirement that applicants for plat exemptions must comply with the 2019 Major Thoroughfare Plan. Item WITHDRAWN.~~

**SHERIFF**

- 16. Discuss and take action to accept Interlocal Agreement with the City of Pattison to provide Law Enforcement Services by the Waller County Sheriff’s Office.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 17. Discuss and take action to set the hourly rates for the part-time Deputies positions at \$25.00 an hour.

Motion to **approve** by Commissioner Smith, seconded by Commissioner Beckendorff.

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

- 18. Discuss and take action to approve the Sheriff’s Office Reserve Unit to a total of 55.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

Commissioner Barnett made motion to amend that we go ahead and make this a 60 instead of 55, seconded by Commissioner Smith.

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

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

## AUDITOR

19. Discuss and take action to approve official documents and all monthly reports.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

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

## CONSTRUCTION MANAGER

20. **Update** on the Precinct 4 Project. *No action required.*

21. Discuss and take action to approve payment of \$392,460.21 for invoice # 6 to Collier Construction from line item 125-600-581610 (Precinct 4 Building).

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

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

22. Discuss and take action to approve payment to Blueline for the following invoices:  
\$1,113.93 for invoice # E0120WCA1801  
\$63.25 for invoice # E0220WCA1801, and  
\$6,987.38 for invoice # 0220WCA1801 for a total of \$8,164.56 from line item 125-600-581610 (Precinct 4 Building).

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

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

23. ~~Discuss and take action to approve agreement with Precision Utility, LLC for the Precinct 4 water well construction. Item WITHDRAWN.~~

24. ~~**Update** on the library project. Item WITHDRAWN.~~

25. ~~Discuss and take action to approve the following costs for the library project: vaulted ceiling in the lobby, brick façade, and electrical pole repairs. Item WITHDRAWN.~~

## MISCELLANEOUS

26. Discuss and take action to approve payment of \$1,028.00 to Verbatim Reporting and Transcription, LLC from line item 125-411-540300 [Legal].

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 27. Discuss and take action to approve payment of \$168,033.50 to ICS.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Barnett.

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

- 28. Discuss and take action to approve Order Authorizing San Jacinto Day Fireworks Sales.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 29. Discuss and take action to approve Bond and Oath for Elected Officials.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

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

- 30. Discuss and take action to ratify the Services Order Contract with Trinicom Communications.

Motion to **approve** by Commissioner Beckendorff, seconded by Commissioner Smith.

Motion to **amend** to add the \$15.00 option for 800 number by Commissioner Beckendorff, seconded by Commissioner Amsler.

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

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

**EXECUTIVE SESSION**

- ~~31. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071. Item WITHDRAWN.~~

- ~~32. Reconvene in Open Session to take any action necessary on matters discussed in Executive Session. Item WITHDRAWN.~~

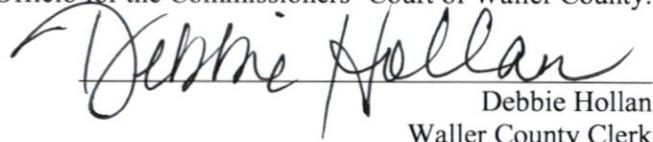
**ADJOURN MEETING**

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

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

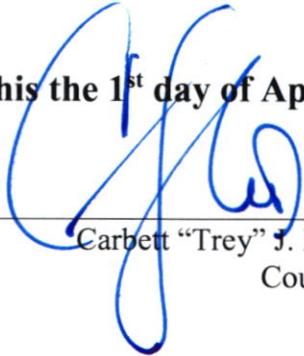
Meeting was **ADJOURNED** at 10:33 a.m.

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



**APPROVED this the 1<sup>st</sup> day of April 2020.**

  
Carbett "Trey" J. Duhon, III  
County Judge