

MINUTES
WALLER COUNTY COMMISSIONER’S COURT
REGULAR SESSION
WEDNESDAY – AUGUST 9, 2023

BE IT REMEMBERED that the Honorable Commissioner’s Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 9th day of August 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Motion made by Commissioner Beckendorff to approve agenda with the following changes: #13 will be withdrawn, #17 the correct line item is 602-602-581838 [WCJC Macerator], on #18 the line item is 604-604-581837 [Swing Space], and on #19 the correct line item is 604-604-545405 [Professional Services], seconded by Commissioner Amsler.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Smith – Yes

Commissioner Jones – Yes

Commissioner Beckendorff – Yes

PUBLIC COMMENT

1. Larry Parr 2. Dr. Denise Mattox 3. Tim Greeson 4. Burnest Carter

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 – August 2, 2023 Regular Session**
3. **Request by County Treasurer for approval of Payroll.**
4. **Request to approve payment on the following:**
(a) \$1,275.00 for Invoice dated July 19, 2023 to Schmidt Funeral Home from line item 125-423-540705 [Transport to Morgue].
(b) \$6,600.00 for Invoice #269911 to CivicPlus from line item 115-426-545512 [Co. Clerk Records Management & Preservation Fund].
5. **Request by County Auditor for approval and/or ratification of Accounts Payable.**
6. **Request by County Engineer to approve the Final Plat of Caymus Creek Drive and Spoon Bill Cove Drive Street Dedication and accept the Construction Bond in Precinct 3.**

- 7 Request by County Engineer to approve the Final Plat of Center at Kingsland Subdivision in Precinct 4.

Motion to approve Consent Agenda 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

COUNTY ENGINEER

8. Discuss and take action to approve General Land Plan for Sunterra Shopping Center.

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

SHERIFF

9. Discuss and take action to declare two vehicles no longer in services as surplus or salvage property and to enlist the services of Rene Bates Auctioneers to auction the vehicles.

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

GRANT MANAGER

10. Authorize the County Judge to execute Amendment #2 associated with the contract for Grant Administration Services with GrantWorks, Inc. relative to the County's CDBG-DR Buyout Program.

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

TREASURER

11. Discuss and take action on County health incentives.

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

AUDITOR

12. Discuss and take action to approve the following debt payments due August 15, 2023:
- (a) WC Certificates of Obligation, Series 2014 totaling \$6,604.51, payable to ~~Trust~~ Trust Governmental Finance.
 - (b) WC General Obligation Bonds, Series 2017 totaling \$114, 775.00, payable to Amegy Bank.

(c) WC General Obligation Bonds, Series 2018 totaling \$462,628.13, payable to Amegy Bank.

(d) WC Tax Notes, Series 2020 totaling \$708,805.24, payable to JP Morgan Chase.

(e) WC Tax Notes, Series 2022 totaling \$77,893.74, payable to Regions Equipment Finance Corporation.

(f) WC Certificates of Obligation, Series 2022 totaling \$117,409.72, payable to Fidelity Capital Markets.

(g) WC Certificates of Obligation, Series 2023 totaling \$754,722.22, payable to KeyBanc Capital Markets.

To be paid from the following line items:

\$690,000.00 from 515-635-575000 [Principal] and \$1,552,838.58 from 515-635-576000 [Interest].

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

13. ~~Discuss and take action to approve 2023 budget adjustments and departmental line item transfers.~~ **Item WITHDRAWN.**

FIRE MARSHAL

14. ~~Discuss and take action on Burn Ban.~~
Item WITHDRAWN.

15. Discuss and take action to accept donation of fire investigative tools and equipment from National Insurance Crime Bureau (NICB), with an estimated value of \$2,380.15, to be accounted for under line item 125-509-581801 [Equipment Donations].

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

DIRECTOR OF POLICY AND ADMINISTRATION

16. **Discussion** on Classification and Compensation Study.
No action required.

CONSTRUCTION MANAGER

17. Discuss and take action to approve payment of Application #1 for \$6,834.60 to Sedalco from line item ~~603-603-545405 [Professional Services]~~ **602-602-581838 [WCJC Macerator]**.

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

18. Discuss and take action to approve payment of Application #8 for \$529,589.91 to Sedalco from line item ~~603-603-545405~~ [Professional Services] **604-604-581837** [Swing Space].

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*

19. Discuss and take action to approve payment of Invoice #10 for \$1,814.25 to King Architectural Consulting Services PLLC. Funds to be paid from line item ~~603-603-545405~~ **604-604-545405** [Professional Services].

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*

MISCELLANEOUS

20. Discuss and take action to approve the appointment of the following appointed Official for a four-year term effective September 1, 2023:

Everett Kelly, Veteran Services Officer

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. 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 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*

22. 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

- 23. 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.
- 24. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.
- 25. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.

Court convened to Executive Session at 9:51 a.m.
Court reconvened from Executive Session at 10:36 a.m.

- 26. ~~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 10:36 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

 Debbie Hollan
 Waller County Clerk

APPROVED this the 16th day of August 2023.

Trey Duhon

 Carbett "Trey" J. Duhon, III
 County Judge