

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – AUGUST 17, 2022**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 17<sup>th</sup> day of August 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 9:09 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 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*

**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>.

1. Larry Parr
2. Denise Mattox

**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 10, 2022 Regular Session
3. Request by County Auditor for approval and/or ratification of Accounts Payable.
4. Request by County Treasurer for approval of Treasurer's Monthly Report.

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

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

**COUNTY JUDGE**

5. **Presentation** of report on delinquent tax and fine and fee collection by Otilia Gonzales of Perdue Brandon Fielder Collins & Mott LLP.  
*No action required.*

6. Discuss and take action to appoint Brooke Bacuetes to the HGAC Regional Air Quality Planning Advisory Committee.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Beckendorff made motion to amend #6 to include Commissioner Jones as the alternate to Brooke as the primary on #6 for July 2022 thru June 2024 term, 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

7. ~~Discuss and take action to appoint Robert Pechukas to the HGAC Natural Resources Advisory Committee.~~ **Item WITHDRAWN.**

**AUDITOR**

8. **Presentation** by Lewis Crain from the audit firm of Rutledge Crain & Company, PC of the fiscal year 2021 Waller County Financial Audit Report.  
*No action required.*

9. Discuss and take action to approve the fiscal year 2021 Waller County Financial Audit Report.

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**

10. Discuss and take action to approve out of state travel for four (4) Sheriff employees to the Southern Software User Conference. *(no backup submitted)*

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

11. Discuss and take action to declare one (1) county owned vehicle and one (1) generator that are no longer in service as surplus or salvage property and approve the services of Rene Bates Auctioneers to auction the property.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

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

**ELECTIONS**

- 12. Discuss and take action to approve Joint Resolution for the 2022 General Election.

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

***Advanced to Agenda Item #14***

- 14. Discuss and take action to approve the four (4) Permanent Early Voting Locations for the 2022 General Election.

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

***Proceeded with Agenda Item #13***

- 13. Discuss and take action to approve Order for the 2022 General Election. *(no backup submitted)*

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

- 14. *Court addressed Agenda Item #14 earlier in meeting. (page 3)*

- 15. Discuss and take action to approve the County Election Day Polling Locations for the 2022 General Election.

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

- 16. ~~Discuss and take action to appoint County Election Judges and Alternate Election Judges for the 2022-2023 Term. Item WITHDRAWN.~~

- 17. ~~Discuss and take action to approve Election Worker pay rate and employment policy for the 2022 General Election. Item WITHDRAWN.~~

- 18. Discuss and take action to approve the Order Calling Election for Creation of the Waller County Assistance District No. 1 and Imposition of a Sales and Use Tax.

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 the Order Calling Election for Creation of the Waller County Assistance District No. 2 and Imposition of a Sales and Use Tax.

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*

20. Discuss and take action to approve the Order Calling Election for Creation of the Waller County Assistance District No. 3 and Imposition of a Sales and Use Tax.

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 approve the Order Calling Election for Creation of the Waller County Assistance District No. 4 and Imposition of a Sales and Use Tax.

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*

## **COMMISSIONER, PRECINCT 2**

22. Discuss and take action to approve temporary offices for the Courthouse Staff.

*No action taken.*

## **DIRECTOR OF POLICY AND ADMINISTRATION**

23. Discuss and take action to appoint a committee to advise on procuring an HR consulting services firm.

Commissioner Beckendorff moved that we appoint Joan Sargent, Elizabeth Dorsey, Alan Younts, myself – Justin Beckendorff, and Robert Pechukas to a committee to procure HR consulting services for Waller County, 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*

## **FIRE MARSHAL**

24. Discuss and take action on Burn Ban.

*No action taken.*

## **CONSTRUCTION MANAGER**

25. Discuss and take action to approve payment of ~~\$71,773.37~~ \$71,409.81 for Invoice #2 for the Business Node and expenses, ~~\$229,927.88~~ \$229,968.16 for Invoice # 2 for the Judicial Node, and ~~\$54,983.40~~ \$55,307.49 for Invoice # 2 for the Maintenance Node for a total of \$356,685.46 to SEDALCO from line item ~~125-600-581618~~ [Waller County Courthouse Renovation and Annex] 603-603-545405 [Professional Services].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

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

**Advanced to Agenda Items #29-31**

**EXECUTIVE SESSION**

- 29. Discuss the duties and employment of a Road and Bridge Administrator position pursuant to Government Code Section 551.074.
- 30. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.

**Court convened to Executive Session at 10:34 a.m.  
Court reconvened from Executive Session at 11:32 a.m.**

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

**Proceeded with Agenda Item 26**

**MISCELLANEOUS**

- 26. Discuss and take action to approve a resolution directing the posting and publication of an Official Notice of Intention to Issue ~~\$32,000,000~~ *3.5 million* for “Waller County, Texas, Certificates of Obligation, Series 2022.” Notice will be published once a week for two consecutive weeks in the Waller County Express with funds to be paid from line item 125-401-544100 [Bid Notices & Printing].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-1 vote.

<i>Judge Trey Duhon – Yes</i>	<i>Commissioner Amsler – No</i>	<i>Commissioner Smith – Yes</i>
	<i>Commissioner Jones – Yes</i>	<i>Commissioner Beckendorff – Yes</i>

- 27. ~~Discuss and take action to approve Order Calling Bond Election for November 8, 2022.~~ **Item WITHDRAWN.**
- 28. ~~Discuss and take action to approve posting of job description for a Road and Bridge Administrator.~~ **Item WITHDRAWN.**

**EXECUTIVE SESSION**

- 29. *Court addressed Agenda Item 29 earlier in meeting. (page 5)*
- 30. *Court addressed Agenda Item 30 earlier in meeting. (page 5)*
- 31. *Court addressed Agenda Item 31 earlier in meeting. (page 5)*

**ADJOURN MEETING**

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

**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>

Meeting was **ADJOURNED** at 12:22 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 24<sup>th</sup> day of August 2022.

*Trey J. Duhon, III*

Carbett "Trey" J. Duhon, III  
County Judge