

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – SEPTEMBER 20, 2017**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 20<sup>th</sup> day of September 2017 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 9:04 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  
Russell Klecka, 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 Beckendorff, seconded by Commissioner Barnett.

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**PUBLIC COMMENT**

Brian Cantrell gave update on the recovery status from Hurricane Harvey.

**CONSENT AGENDA (2-5 Items)**

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 – September 13, 2017 Regular Session**

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

(a) \$900.00 for Invoice # NRDD-0002833-LE to Texas Association of Counties from line item 125-411-560300 [Ins Equip/Build/Pub Liab].

(b) \$80.00 for Invoice #17547409 [Courthouse, Hold-Up Alarm], and \$995.00 for Invoice # 17112409 [Courthouse Camera Surveillance], for a total of \$1075.00 payable to TAC Security from line item 117-428-568425 [Courthouse Security/Misc. Security].

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

5. **Request by County Treasurer for approval of Elections Payroll.**

Motion to **approve consent agenda items** by Commissioner Beckendorff, seconded by Commissioner Barnett.

**Motion carried.**

**EXTENSION SERVICES**

- 6. **Introduction** of Stedman Douglas, the new Extension Agent Cooperative Extension Program Ag and Natural Resources Agent with the Waller County Extension office.  
*No action required.*

**COUNTY JUDGE**

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

**COMMISSIONER, PRECINCT 3**

- 8. **Presentation** by Sandra Lawson with the U.S. Small Business Administration on Disaster Recovery Assistance. *No action required.*  
(Sandra Lawson could not attend meeting. Ms. Bridget Ross with the Small Business Development Center located on the campus of Prairie View A&M University gave presentation)

**COMMISSIONER, PRECINCT 2**

- 9. Discuss and take action to change the yearly rabies vaccination requirements for animals in Waller County, Texas to every three (3) years.

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

**Motion carried.**

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Barnett – Yes

Commissioner Klecka – Yes  
Commissioner Beckendorff – Yes

**TAX ASSESSOR COLLECTOR**

- 10. Discuss and take action to authorize the County Judge to sign one correction tax resale deed for the private tax resale of one property currently held in trust by Waller County pursuant to Section 34.05 (h)(2) of the Texas Tax Code.

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

**Motion carried.**

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Barnett – Yes

Commissioner Klecka – Yes  
Commissioner Beckendorff – Yes

**ELECTIONS**

- 11. Discuss and take action to amend the list of Election Day polling places to replace Precinct 206, Fieldstore Elementary School with Justice of the Peace Office Precinct 2 and Precinct 415, Pattison VFW with the Pattison Volunteer Fire Department.

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

**Motion carried.**

Judge Trey Duhon – Yes

Commissioner Amsler – Yes  
Commissioner Barnett – Yes

Commissioner Klecka – Yes  
Commissioner Beckendorff – Yes

## DISTRICT ATTORNEY

12. Discuss and take action to transfer \$4,982.00 from line item 125-411-569600 [Contingency] to line item 125-416-568426 [Office Security] for the purpose of a new security system.

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

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## SHERIFF

13. Discuss and take action to accept the donation from Marsha Weisner for \$500.00. Funds to be placed in line item 125-516-568400 [Sheriff/Admin. Misc.]

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

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## COUNTY ENGINEER

14. ~~Discuss and take action to accept the proposal to repair the bridge at Down Street at Gladdish Creek. Item WITHDRAWN.~~

*Court recessed at 10:10 a.m.*

*Court reconvened at 10:15 a.m.*

## PUBLIC HEARING

15. Public Hearing – 2018 Proposed Budget.

**Public Hearing began at 10:15 a.m.**

Mrs. Pat Bruegger and the court discussed 2018 budget.

**Public Hearing ended at 10:57 a.m.**

16. Discuss and take action to adopt the 2018 Budget.

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

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

17. Discuss and take action to ratify the property tax increase reflected in the 2018 Budget.

Commissioner Beckendorff moved to ratify the property tax increase that is reflected in the 2018 Budget, seconded by Commissioner Barnett.

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

18. Discuss and take action to adopt the Tax Rate for 2017.

Commissioner Beckendorff moved that the property tax rate be increased by the adoption of a tax rate of \$0.617330, which is effectively a 5.00 percent increase in the tax rate.

In adopting this 2017 total tax rate, the court orders the total tax rate to be levied as follows for the following funds:

\$.032502 per \$100 of taxable property for the Farm-to-Market Roads

\$.570912 per \$100 of taxable property for maintenance and operation of the General Fund  
\$.013916 per \$100 of taxable property for interest and sinking fund of the General Fund

Seconded by Commissioner Barnett.

(Vote taken by roll call)

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Barnett – Yes*

*Commissioner Klecka – Yes*

*Commissioner Beckendorff – Yes*

**MISCELLANEOUS**

19. Discuss and take action to approve Fairgrounds Road to be turned into a one-way street throughout the duration of the Waller County Fair September 29, 2017 – October 8, 2017.

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

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Barnett – Yes*

*Commissioner Klecka – Yes*

*Commissioner Beckendorff – Yes*

20. Discuss and take action to approve Agreements with Swagit and BoardDocs for the professional multimedia services and software for Commissioners Court meetings. Total of \$71,470.00 to be paid from the following:

\$ 30,000.00 from 114-427-545512 [County Records Mgmt. & Preservation Fund] and

\$ 41,470.00 from 115-426-545512 [County Clerk Records Mgmt. Fund].

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

Motion to **amend** by Commissioner Beckendorff, seconded by Commissioner Amsler to allow 50% payment up front.

**Amendment carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Barnett – Yes*

*Commissioner Klecka – Yes*

*Commissioner Beckendorff – Yes*

**Amended Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Barnett – Yes*

*Commissioner Klecka – Yes*

*Commissioner Beckendorff – Yes*

**EMERGENCY MANAGEMENT**

21. Discuss and take action to amend contract with DRC Emergency Services to add provisions required by federal procurement guidelines.

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

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Barnett – Yes*

*Commissioner Klecka – Yes*

*Commissioner Beckendorff – Yes*

22. Discuss and take action to amend contract with Witt O'Brien's to add provisions required by federal procurement guidelines.

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

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Barnett – Yes*

*Commissioner Klecka – Yes*

*Commissioner Beckendorff – Yes*

**EXECUTIVE SESSION**

**Court convened to Executive Session at 11:21 a.m.**

- 23. Consultation with District Attorney and outside counsel pursuant to Government Code Section 551.071.

**Court reconvened from Executive Session at 11:29 a.m.**

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

**No action taken from Executive Session.**

**ADJOURN MEETING**

Motion to **adjourn** meeting by Commissioner Beckendorff, seconded by Commissioner Barnett.

**Motion carried.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Klecka – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

Meeting was **ADJOURNED** at 11:30 a.m.

**APPROVED** this the 27<sup>th</sup> day of September 2017.

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Carbett "Trey" J. Duhon, III  
County Judge

ATTEST:

Debbie Hollan, County Clerk  
And Ex-Officio Clerk of the Commissioners'  
Court of Waller County, Texas

