



**WALLER COUNTY COMMISSIONERS COURT
REGULAR SESSION
WEDNESDAY – OCTOBER 16, 2024**

BE IT REMEMBERED that the Honorable Commissioner’s Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 16th day of October 2024 at its meeting place at the Waller County Joe Kuciemba Annex, Hempstead, Texas.

CALL TO ORDER

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
- 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

Commissioner Jones made motion to approve agenda, seconded by Commissioner Beckendorff.
Motion carried by 5-0 vote.

<i>Judge Trey Duhon</i>	– Yes	<i>Commissioner Amsler</i>	– Yes	<i>Commissioner Smith</i>	– Yes
		<i>Commissioner Jones</i>	– Yes	<i>Commissioner Beckendorff</i>	– 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 Minutes – October 2, 2024 Regular Session
3. Request by County Treasurer for Approval of Payroll Disbursements.
4. Request by County Treasurer to approve disbursement of funds for Retiree Insurance Premiums.
5. Request by County Treasurer for approval of Monthly Report.

6. Request by County Treasurer to approve disbursement of funds for State Quarterly Reports.
7. Request by Justice of the Peace, Pct. 2 to approve transfer of assets.
8. Request by County Tax Assessor for approval of the 2024 Tax Roll.
9. Request by County Auditor to approve Quarterly Reimbursement of Juror Payments.
10. Request by County Auditor to approve and/or ratify 2024 budget adjustments and departmental line item transfers.
11. Request by County Auditor to spread upon the minutes the Juvenile Probation Department, TJJD grant line-item transfer, ~~KP-2024-04~~ **JP 2024-04**.
12. Request by County Auditor to Approve and/or Ratify Accounts Payable.
13. Request by County Engineer to approve the Final Plat of Sunterra Section 76 and accept the Construction Bond in Precinct 3.
14. Request by County Engineer to approve the Final Plat of Sunterra Section 77 and accept the Construction Bond in Precinct 3.
15. Request by County Engineer to approve the Final Plat of Sunterra Section 78 **and accept the Construction Bond in Precinct 3**.
16. Request by County Engineer to approve Final Plat of Sunterra Remote Water Well and Reserve.
17. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for telephone lines and hand holes for AT & T, within the right-of-way of Penick Rd, Bogie Ln, and Baethe Rd - 24.UP.040.
18. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for telephone lines and hand holes for AT & T, (CableTex) within the right-of-way of Penick Rd, Val Verde St, and Londonberry Drive - 24.UP.041.
19. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for telephone lines and hand holes for AT & T (Cabletex), within the right-of-way of Baethe Rd - 24.UP.043.
20. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for power poles for San Bernard Electric within the right-of-way of Mount Zion Rd - 24.UP.044.
21. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for telephone lines and hand holes for AT & T, within the right-of-way of Cochran Rd - 24.UP.045.

22. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for telephone lines and hand holes for AT & T, within the right-of-way of Rothen Rd, Penick Rd, Shiloh Rd, and Guy Rd - 24.UP.046.
23. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way on various roads for installation of fiber optic lines by AT & T 24.UP.047.
24. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way on Hebert Rd and Pattison Rd for installation of fiber optic lines by AT & T 24.UP.048.
25. Request by County Engineer to approve a permit to construct utility in Waller County right-of-way for fiber optic lines for AT & T, within the right-of-way of various roads - 24.UP.049.
26. Request by County Engineer to approve a permit to construct Utility in Waller County right-of-way for fiber optic by AT & T, within the right-of-way of Lakeside Dr - 24.UP.051.

Motion to approve Consent Agenda with changes made to agenda items #11 and #15 made by Commissioner Beckendorff, seconded by Commissioner Jones.

Motion carried by 5-0 vote.

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

COUNTY ENGINEER

27. Approve acceptance of roads in Sunterra Section 46 and recommend that Waller County maintain the road(s).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

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

28. Approve acceptance of roads in Sunterra Section 20 and recommend that Waller County maintain the road(s).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

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

29. Approve acceptance of roads in Sunterra Section 32 and recommend that Waller County maintain the road(s).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

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

30. Approve acceptance of roads in Sunterra Section 27 and recommend that Waller County maintain the road(s).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

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

31. Approve acceptance of Sunterra - Bartlett Road Segment 1 & 2 and recommend that Waller County maintain the road(s).

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

32. Approve acceptance of Stockdick Rd Segment 1 & 2 and recommend that Waller County maintain the road(s).

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

33. Approve out of state travel for one employee to attend the 2024 Offender Watch Symposium and training in New Orleans, LA. *(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

COMMISSIONER, PRECINCT 2

34. Approve required continuing education classes online through Texas Association of Counties (TAC). *(no backup submitted)*

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 4-0 vote with 1 Abstained.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Abstained

Commissioner Jones

– Yes

Commissioner Beckendorff – Yes

TREASURER

35. Approve 2024.11 Salary Order amendment effective 10/20/2024.

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

36. Approve CJD Crime Victims Salary Order for grant year 2024-25.

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

37. Accept the FY25 VA-Victims of Crime Act Formula Grant Program award from the Texas Office of the Governor-Criminal Justice Division (CJD) in the amount of \$50,854.00. Total Project Cost is \$68,450.42 with a local cash match requirement of \$17,596.42.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

- 38. Accept the FY24 State Homeland Security Grant Program-Regular Projects (SHSP-R) award from the Texas Office of the Governor-Homeland Security Grants Division in the amount of \$60,730.00 (No Local Match).

Motion made by Commissioner Beckendorff, seconded by Commissioner Smith.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

- 39. Authorize the County Grant Manager to submit a FY25 Catalytic Converter Grant Application (Senate Bill 224) to the Motor Vehicle Crime Prevention Authority.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

- 40. Authorize the County Judge to submit a FY2025 TIDC Formula Grant application to the Texas Indigent Defense Commission (TIDC).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

FIRE MARSHAL

- 41. Approve donation of 100 smoke detectors from American Fire Systems in the amount of \$1200.00 to support the Fire Marshal's Fire Alarm Installation Program. (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 Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

- 42. Receive update on conditions related to the burn ban, and take any action related to its amendment or termination. No action taken.

Advanced to Agenda Items #54-55

- 54. Authorize the County Judge to execute contract with Dana Safety Supply for upfitting and installation associated with new vehicles purchased for Constable, Precinct 3 pursuant to RFP 240807-30. Funds to be paid from line item 125-513-581400 [Vehicle].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

- 55. Authorize the County Judge to execute contract with Dana Safety Supply for upfitting and installation associated with new vehicles purchased for Constable, Precinct 4 pursuant to RFP 240807-30. Funds to be paid from line item 125-600-581400 [Vehicle].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes
Commissioner Jones – Yes

Commissioner Smith – Yes
Commissioner Beckendorff – Yes

Proceeded with Agenda Item #43

DIRECTOR OF POLICY & ADMINISTRATION

43. Discuss and approve Waller County Legislative Agenda.

Motion made by Commissioner Jones to approve the attached Resolutions in relation to our legislative agenda, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Jones – Yes

Commissioner Smith – Yes

Commissioner Beckendorff – Yes

DIRECTOR OF FACILITIES

44. Approve Contract and Change Order for the rental of a Boxx modular 12x56 building to be used by Elections and Road and Bridge for twelve (12) months. Funds to be paid from line item 125-434-568400 [Miscellaneous].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Jones – Yes

Commissioner Smith – Yes

Commissioner Beckendorff – Yes

45. **Update** on the Waller County Courthouse Project. *No action required.*

46. Approve Payment of \$2,013,904.27 for Application #23 to Sedalco, Inc. to be paid from the following line items:

\$33,026.91 - 604-604-545045 [Professional Services].

\$1,980,877.36 - 604-604-581000 [Bldg Purch, Const, or Improv].

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Jones – Yes

Commissioner Smith – Yes

Commissioner Beckendorff – Yes

47. **Update** on Modular Buildings. *No action required.*

48. Approve payment of \$8,571.00 for Invoice #7 to Sedalco. Funds to be paid from line item 125-600-581620 [Justice Center Modular Building Design Fees].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Jones – Yes

Commissioner Smith – Yes

Commissioner Beckendorff – Yes

49. **Discussion** of Waller County Vehicle Maintenance Center pre-engineered metal building. *No action required.*

MISCELLANEOUS

50. Approve payment to Randle Law Office for Invoice Numbers 6278, 6341, 6342, 6344, 6347, 6350, 6361, 6364, and 6365 for a total of ~~\$22,398.64~~ \$24,238.64 to paid from line item 125-411-540300 [Legal].

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

Motion carried by 5-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler – Yes

Commissioner Jones – Yes

Commissioner Smith – Yes

Commissioner Beckendorff – Yes

51. Approve 2025 H-GAC Designation of Representatives for General Assembly and Board of Directors.

(Current Slate: Judge Duhon – Representative, General Assembly and Delegate, Board of Directors; Commissioner Beckendorff - Representative, General Assembly and Alternate, Board of Directors; Commissioner Amsler – Alternate, General Assembly; Commissioner Jones – Alternate, General Assembly)

Judge Duhon made motion to approve this slate as our 2025 H-GAC Designation of Representatives for General Assembly and Board of Directors, seconded by Commissioner Smith.

Motion carried by 5-0 vote.

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

52. Approve H-GAC Designation of Gulf Coast Economic Development Committee Representatives for May 2024-2027 term.

Commissioner Jones made motion to appoint himself as the Primary Representative of the H-GAC Gulf Coast Economic Development Committee with Vince Yokom as the Alternate, 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

53. Authorize lighting repairs to the Waller County Radio Tower in an amount not to exceed \$33,730.00. Funds to be paid from line item 125-517-545515 [Equipment Rental / Repairs]. *(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

54. Court addressed Agenda Item #54 earlier in the meeting. (page 5)

55. Court addressed Agenda Item #55 earlier in the meeting. (page 5)

56. ~~Approve deliberation of 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. Item WITHDRAWN.~~

57. ~~Approve deliberation of 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. Item WITHDRAWN.~~

EXECUTIVE SESSION

58. Consultation with District Attorney and outside counsel, including consultation with outside counsel regarding procurement and ethics compliance pursuant to Government Code Section 551.071.

- 59. ~~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. Item WITHDRAWN.~~
- 60. ~~Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725. Item WITHDRAWN.~~
 Court convened to Executive Session at 10:29a.m.
 Court reconvened from Executive Session at 11:04 a.m.
- 61. ~~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 Beckendorff.

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 11:04 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 30th day of October 2024.

Trey Duhon

Carbett "Trey" J. Duhon, III
 County Judge