



MINUTES

**WALLER COUNTY COMMISSIONERS COURT
REGULAR SESSION
WEDNESDAY – OCTOBER 30, 2024**

BE IT REMEMBERED that the Honorable Commissioner’s Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 30th 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 9:02 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 – *arrived at 9:07 a.m.*
- Kendric D. Jones, Commissioner Precinct 3 – *arrived at 9:17 a.m.*
- 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 Beckendorff made motion to approve agenda, seconded by Commissioner Amsler.

Motion carried by 3-0 vote.

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

PUBLIC COMMENT – *None*

Commissioner Smith arrived to meeting.

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 16, 2024 Regular Session
3. Request by County Treasurer for Approval of Payroll Disbursements.
4. *Agenda Item # 4 pulled from Consent Agenda for Court to address separately.*
5. Request by County Auditor to approve official documents and all monthly reports.

6. Request to approve payments for the following:
\$20,391.04 for Invoice #2401500401 to Thompson Consulting Services, LLC from line item 110-530-569311 [DR-4781] for disaster monitoring associated with Texas Severe Storms, Straight-Line Winds, Tornadoes, and Flooding.
7. \$2,000.00 for Invoice dated October 5, 2024 to Singleton & Sons Funeral Home, Inc. from line item 125-423-540705 [Transport to Morgue].
8. Request by County Auditor to Approve and/or Ratify Accounts Payable.
9. Request by County Engineer to approve the Final Replat of Katy Elementary No. 48 in Precinct 3.
10. Request by County Engineer to approve Permits to Construct Utility In Waller County right-of-way for AT&T - Permit numbers 24.UP.052, 053, 054, 055 Betka Rd, Baethe Rd, Black Falcon Rd, Sandtrap, Club Dr, Plain View Dr, Penick Rd, Birdie Ln, Bunker Rd, Kitty Hawk Dr, White Wing Dr, and Roehen Rd. (All Telephone Lines).
11. Request by County Engineer to approve Permit to Construct Utility In Waller County right-of-way for Verizon Wireless on Kingsland Blvd and Papas Dr. 24.UP.056.
12. Request by County Engineer to approve the Final Plat of Beckendorff Road Street Dedication Section 6 and accept the Construction Bond in Precinct 3.
13. Request by County Engineer to approve the Final Plat of Sunterra Waste Water Treatment Plant in Precinct 3.
14. ~~Request by County Engineer to approve the Final Plat of Grange Section 3 and accept the Construction Bond in Precinct 4. Item WITHDRAWN.~~
15. Request by County Engineer to approve the Final Plat of Grange Section 4 and accept the Construction Bond in Precinct 4.

Commissioner Beckendorff made motion to approve Consent Agenda with item #4 pulled and #14 withdrawn, seconded by Commissioner Amsler.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones – Absent

Commissioner Beckendorff – Yes

4. Request by County Auditor to approve and/or ratify 2024 budget adjustments and departmental line item transfers.

Motion made by Commissioner Beckendorff, seconded by Commissioner Amsler.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones – Absent

Commissioner Beckendorff – Yes

PROCLAMATION

16. Approve Proclamation declaring October 2024 as Domestic Violence Awareness Month in Waller County.

Commissioner Jones arrived to meeting.

Motion made by Commissioner Beckendorff, 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

17. Approve Veteran's Day Proclamation.

Motion made by Commissioner Beckendorff, 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

RESOLUTION

18. Approve Waller County Resolution celebrating Daikin's 100-Year Anniversary and dedication of Daikin Stadium in Waller ISD.

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

COUNTY ENGINEER

19. Approve the Easement Amendment Agreement to amend the drainage easement at the Sand Hill Farm Mitigation Bank near Penick Road in Precinct 3.

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. Presentation and approval of Infrastructure Development Plan of Blue Vista Tiny Rental Development in Precinct 2.

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

21. Approve amendment of Plat for Houston Oaks, Section Six ~~– Lots 3-4-5~~ **Amending Plat No. 2.**

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

22. ~~Approve Final Plat of New Day Ranches, a 33 Lot Residential Subdivision of 46.716 acres – located off Hard Rd. in the G.W. Clary Survey, Abstract No. 108.~~

Item WITHDRAWN.

23. Approve requested revision to the Maple Woods Development Agreement.

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

24. Approve revised County Corridor Agreement.

Motion 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

25. Approve Contractor Professional Engineering Services with IEA Inc.

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

26. ~~Approve Professional Services Agreement with Pape Dawson Engineers (RFP# 240320-31).~~ **Item WITHDRAWN.**

SHERIFF

27. Approve purchase of Motorola MCC 7500E Dispatch Console Upgrade and Add-on to add a fourth dispatch console, pursuant to HGACBuy contract RA05-21. Purchase price of \$195,128.00 includes equipment, one year warranty, systems integration, installation, and training. Purchase price for warranty for years 2-5 to be billed in annual increments of \$9,495.20, \$9,789.88, \$10,096.98 and \$10,417.17. Funds to be paid from line item 125-517-581800 [Furniture & Equipment].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Motion to amend made by Commissioner Jones, seconded by Commissioner Beckendorff for funds to be paid from line item 125-517-581824.

Amendment 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

Amended 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 JUDGE

28. Approve Official Oath and Bond for County Judge.

Motion 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

COMMISSIONER, PRECINCT 3

29. Approve creation of a Workforce Development Advisory Committee.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Beckendorff made motion to table, seconded by Commissioner Amsler.

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

<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

COMMISSIONER, PRECINCT 2

30. Approve the abandonment of a right of way reserved for the extension of Willowbrook Drive in Block 2 of Willowbrook subdivision, section one, a subdivision in Waller County, Texas, located on a certain 36.18 acre tract in the R. Harvey Survey A-141, according to the plat recorded in Volume 347, p. 280 of the Deed Records of Waller County, Texas, and to appoint a commissioner to begin the process of selling said right of way to the abutting and adjoining landowner.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

Judge Duhon made motion to amend #30 to appoint Commissioner Smith to begin the process of selling the right of way to the abutting or joining landowners, seconded by Commissioner Amsler.

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

31. Approve appraisal of right of way in Precinct 2 by Southwest Realty Consultants.

(no backup submitted)

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Commissioner Smith made motion to amend subject to the approval of abutting landowner, seconded by Commissioner Beckendorff.

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

TREASURER

32. Approve annual distribution of Available School Funds to school districts within Waller County.

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

33. Approve WEX Employee FSA Benefit agreement effective 12/01/2024.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

Commissioner Beckendorff made motion to table, seconded by Commissioner Smith.

Motion carried by 5-0 vote. Item TABLED.

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

Court re-visits and takes action on Agenda Item #33 later in meeting. (page 8)

34. Approve updated Medical Air Services Association (MASA) employee benefit.

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

35. Approve updates to the take home vehicle schedule.

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

36. Approve Salary Order amendment 2024.12 effective 10/28/24.

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

TAX ASSESSOR-COLLECTOR

37. **Spread** upon the minutes the Tax Assessor-Collector Association Professional County Collector Maintenance Transcript for Ellen Shelburne and County Tax Office Professional Maintenance Transcript for Elizabeth Matthews. *No action required.*

DIRECTOR OF POLICY & ADMINISTRATION

38. Approve 2026 Budget Calendar.

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

39. Approve the County Judge to execute Amendment No. 1 relative to grant administration services provided by GrantWorks associated with GLO State Contract Number 24-065-015-E172.

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

40. Approve the County Judge to execute Amendment No. 1 relative to grant administration services provided by GrantWorks associated with GLO State Contract Number 24-065-015-E173.

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

FIRE MARSHAL

41. ~~Approve action on Burn Ban.~~ **Item WITHDRAWN.**

42. Approve authority for Fire Marshal to terminate Burn Ban.

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

DIRECTOR OF FACILITIES

43. Approve payment of \$189,458.00 for Invoice #BXHS 34149730 to Boxx Modular from line item 241-595-561209 [ARPA Miscellaneous].

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

44. Approve payment of \$9,991.00 for Invoice #6096 to Power Associates, Inc. from line item 125-442-544700 [Repair and Replace].

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

45. Approve payment of \$8,748.00 for Invoice #6097 to Power Associates, Inc. from line item 125-442-544700 [Repair and Replace].

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

46. Approve a discretionary exemption for repair services related to the repair of the roof of the Waller County Tax Office for damage that was sustained during Hurricane Beryl as necessary because of unforeseen damage to public property pursuant to Tex. Loc. Gov't Code § 262.024(3).

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

MISCELLANEOUS

47. Approve 2025 Commissioners Court meeting schedule.

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

48. Approve proposed amendments to update the Waller County Community Center regulations.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

Judge Duhon made motion to table, seconded by Commissioner Smith.

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

<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

49. ~~Approve proposed amendments to the Waller County Community Center regulations related to the reservation of the Community Center by elected official.~~ **Item WITHDRAWN.**

50. 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.

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

51. 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.

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

EXECUTIVE SESSION

- ~~52. Consultation with District Attorney and outside counsel, including consultation with outside counsel regarding procurement and ethics compliance pursuant to Government Code Section 551.071. Item WITHDRAWN.~~

53. Consultation with District Attorney related to advice about pending or contemplated litigation or a settlement offer.

54. 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.

- ~~55. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725. Item WITHDRAWN.~~

Court convened to Executive Session at 11:42 a.m.

Court reconvened from Executive Session at 12:33 p.m.

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

Returned to Agenda Item #33

33. Approve WEX Employee FSA Benefit agreement effective 12/01/2024.

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

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

– Yes

Commissioner Smith – Yes

– Yes

Commissioner Jones – Yes

– Yes

Commissioner Beckendorff – Yes

– Yes

Meeting was **ADJOURNED** at 12:33 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 13th day of November 2024.

Trey Duhon

Carbett "Trey" J. Duhon, III
County Judge