



## MINUTES

### WALLER COUNTY COMMISSIONERS COURT REGULAR SESSION WEDNESDAY – NOVEMBER 20, 2024

**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 November 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 9:00 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.

Judge Trey Duhon	– Yes	Commissioner Amsler	– Yes	Commissioner Smith	– Yes
		Commissioner Jones	– Yes	Commissioner Beckendorff	– 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 – November 13, 2024 Regular Session; November 18, 2024 Special 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 Auditor to approve and/or ratify 2024 budget adjustments and departmental line-item transfers.

6. Request by County Auditor to approve official documents and all monthly reports.
7. \$1,750.00 for Invoice # 0000054 to Stephens & Flowers Funerals and Cremations from line item 125-411-561502 [Pauper Burial Expense].
8. \$450.00 for Invoice # 0000054-1 to Stephens & Flowers Funerals and Cremation from line item 125-423-540705 [Transport to Morgue].
9. \$600.00 for Invoice # 07312024 to Hillier Funeral Home from line item 125-423-540705 [Transport to Morgue].
10. Request by County Auditor to Approve and/or Ratify Accounts Payable.
11. Request by County Engineer to approve a Permit to Construct Utility in Waller County Right-Of-Way on Morton Rd for installation of Fiber Optic lines 24.UP.057.
12. Request by County Engineer to approve Permits to Construct Utility in Waller County Right-Of-Way for Telephone Lines and Hand Holes for AT & T, within the right of way of Betka Rd, Cochran Rd, Glenmar Rd, Baethe Rd, Wyatt Chapel Rd, Plantation Lake Dr and Court, Joe Loggins Rd, Liendo Pkwy, Becker Rd, Laneview Rd, Skymac Ranch Rd, Oakridge Rd, Levy Ln, Oak Glenn Ln, AJ's Way Rd, Faith Ln, High Spirit Ranch Rd, Day Ln, and Reata Creek Dr- 24.UP.059, 060, 061, 062, 063, 064, 065.
13. Request by County Engineer to approve Permits to Construct Utility in Waller County Right-Of-Way for Fiber Optic Lines for AT & T, within the right of way of Macedonia Rd, Lakeside Dr, Creek Bend Rd, Willow Creek Rd, Willow Ln, N & S Clear Creek, Pine Ridge Rd, Clear Creek Circle and Rd, Old Creek Ln, Oak Creek Rd, Emily Way, Mathews Place Rd, Pine Creek Rd- 24.UP.066 and 24.UP.067.
14. Request by County Engineer to approve the Final Plat of Sunterra Apartments in Precinct 3.

Motion to approve Consent Agenda 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**

15. Discuss and take action on the requested amendment to the Oak Ridge Development Agreement.

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

16. Approve out of State travel for one Deputy to attend the free Regional Counterdrug Training Academy board meeting in Meridian, Mississippi on December 3-4, 2024. Funds to be paid from 125-516-563000 [Training & Conference Expense].

*(no backup submitted)*

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

17. Approve payment of \$77,000.00 for Invoice #46435 to Utility Associates Inc., for Utility camera systems for the 8 Tahoe's previously purchased. 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.

<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

18. Discuss the difference between comp time, paid overtime, or a hybrid system for the Sheriff's Office. *No action required.*

## IT DEPARTMENT

19. ~~Approve upgrade and repair of Internet, TV, and Fax services for the Precinct 4 building for a three (3) or five (5) year term with Atron Solutions. Item WITHDRAWN.~~

20. Approve 2025 IT/Sheriff needs and the following Professional Service Agreements:

B - PC & Network (IT Department Labor)

C - Data Backup and Archival and Management (County Server Backup/Protection)

D - Mobile Device Management

E - Security Information and Event Management

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

## FIRE MARSHAL

21. Approve the adoption of the Waller County Fire Code.

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

22. Approve the creation of a new Waller County Fire Code Fee 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

23. ~~Approve Burn Ban. Item WITHDRAWN.~~

## DIRECTOR OF FACILITIES

24. ~~Presentation of Modular Building Project by Sedalco-GMP.  
Item WITHDRAWN.~~

## MISCELLANEOUS

25. Approve use of the Agri-Life Extension office by the Master Gardners for intern classes for the following days in 2025:

February 1st, 8th, 15th, 22nd, and March 1st, 8th, and 15th.

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

26. Approve payment of Randle Law Office for Invoice #'s 6429, 6430, 6431, 6432, and 6433 for a total of \$4,355.33 to paid from line item 125-411-540300 [Legal].

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

27. ~~Approve proposed amendments to update the Waller County Community Center regulations. Item WITHDRAWN.~~

28. ~~Approve proposed amendments to the Waller County Community Center regulations related to the reservation of the Community Center by elected officials.  
Item WITHDRAWN.~~

29. 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

30. 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**

- 31. ~~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.~~
- 32. Consultation with District Attorney related to advice about pending or contemplated litigation or a settlement offer.
- 33. 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.
- 34. Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.0725.  
 Court convened to Executive Session at 10:41 a.m.  
 Court reconvened from Executive Session at 11:23 a.m.
- 35. ~~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 Jones

- Yes

Commissioner Smith

- Yes

Commissioner Beckendorff - Yes

Meeting was **ADJOURNED** at 11:24 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 11<sup>th</sup> day of December 2024.

*Carbett "Trey" J. Duhon, III*

Carbett "Trey" J. Duhon, III  
County Judge