

# MINUTES

## WALLER COUNTY COMMISSIONER'S COURT REGULAR SESSION WEDNESDAY – DECEMBER 15, 2021

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 15<sup>th</sup> day of December 2021 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 9:02 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  
Kendric D. Jones, Commissioner Precinct 3  
Justin Beckendorff, Commissioner Precinct 4  
Debbie Hollan, County Clerk  
Absent: Walter Smith, Commissioner Precinct 2

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 Amsler.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*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.com/live>.

The following public members made public comment:

Raymond Rogers, Larry Parr, and Malcolm Jackson.

Commissioner Jones announced he will be having a Town Hall meeting tonight at the Monaville Fire Department at 6:00 p.m.

## 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 – December 8, 2021 Regular Session, December 10, 2021 Special Session

3. Request by County Treasurer for approval of Payroll.

4. Request to approve payment on the following:
  - (a) \$12.50 for Invoice # SOPO15304 to CIRA from line item 125-411-545001 [Maintenance Contracts].
  - (b) \$85.00 for Invoice # 21547412 [Courthouse, Hold-Up Alarm], and \$995.00 for Invoice #21112412 [Courthouse Camera Surveillance], for a total of \$1,080.00 payable to TAC Security from line item 117-428-568425 [Courthouse Security/Misc. Security].
5. Request by County Tax Assessor Collector to approve refunds in excess of \$500.00 in accordance with section 31.11 Texas Tax Code.
6. Request by County Auditor for approval and/or ratification of Accounts Payable.

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

**Motion carried** by 4-0 vote.

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

## ENVIRONMENTAL

7. Discuss and take action to approve a variance request to the Subdivision Development Regulations, Engineering Design Standards, Section 2-Lot size, regarding the minimum lot size per dwelling, by Domingo Huerta.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote. **Variance GRANTED.**

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

### *Advanced to Agenda Items #19-20*

## AUDITOR

19. Discuss and take action to approve Justice of the Peace, Precinct 2 line item budget transfer, ~~WCF 2021-61~~ WC2021-61.

Motion made by Commissioner Jones, seconded by Commissioner Amsler.

**Motion carried** by 4-0 vote.

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

20. Discuss and take action to approve IT Department line item budget transfer, WC 2021-62.

Motion made by Commissioner Jones, seconded by Commissioner Amsler.

**Motion carried** by 4-0 vote.

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

### *Proceeded with Agenda Item #8*

## COUNTY ENGINEER

8. Discuss and take action to approve the proposal for the purchase of IWorq Systems Asset Management and PublicWorks1 Pavement Preservation software at a cost of \$65,000. Funding to be paid from line item 110-524-581800 [Furniture & Equipment] within the Road and Bridge Department Budget.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

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

**Motion carried** by 4-0 vote. **Item TABLED.**

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## MISCELLANEOUS

9. Discuss and take action to approve procurement policy.

Motion made by Commissioner Jones, seconded by Commissioner Amsler.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## SHERIFF

10. Discuss and take action to declare fourteen (14) county-owned patrol vehicles that are no longer in service as surplus or salvage property and dispose of them through auction with Rene Bates Auctioneers.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

11. Discuss and take action to approve the purchase of sixty (60) Axon Enterprise, INC. tasers for a total of \$122,928.17 to be paid from line item 241-595-561209 [ARP Miscellaneous].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

12. Discuss and take action to approve the purchase of uniforms and equipment for the newly funded positions for 2022 in the amount of \$40,000 to be paid from ARP Funds, **line item 241-595-561209 ARP Miscellaneous.**

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

13. Discuss and take action to advertise for proposals for inmate phone and tablet services.  
(no backup submitted)

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## TREASURER

14. Discuss and take action for annual review and approval of Waller County Investment Policy.

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

15. Discuss and take action to approve updates to the Waller County Personnel Policy.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## DISTRICT COURT/JUSTICE CENTER

16. Discuss and take action to approve Quote # 009022 from ICS to install/cable and configure a wall-mounted monitoring station at the exit door to the parking lot. Funds to be paid from line item 602-602-581000 [Bldg. Purch, Const, or Improv/Jail-Judicial].

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## 506<sup>TH</sup> DISTRICT JUDGE

17. Discuss and take action to approve the Felony Contract Indigent Defense Attorneys for Waller County for Calendar Year 2022, and authorize the County Judge to sign the contracts on behalf of the County.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## DISTRICT CLERK

18. Discuss and take action to approve agreement with RCI (Record Consultant, Inc.) for Document Imaging Services of the District Clerk's case files. Cost of services estimated to be approximately \$340,000.00 with \$55,000.00 being paid from line item 113-000-451315 [Records Management-DC], \$35,000.00 from line item 128-000-451308 [Court Record Preservation], and \$250,000.00 to be paid from line item 241-595-561209 [ARP Miscellaneous].

Motion made by Commissioner Beckendorff, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote.

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Absent*

*Commissioner Jones – Yes*

*Commissioner Beckendorff – Yes*

## AUDITOR

19. Court addressed Agenda Item #19 earlier in meeting. (page 2)
20. Court addressed Agenda Item #20 earlier in meeting. (page 2)

## MISCELLANEOUS

21. Discuss and take action to approve setting the Waller County Commissioners Court 2022 Regular Sessions to be held at the Waller County Courthouse, in Hempstead, Texas. (no backup submitted)

Judge Duhon made motion to discuss and take action to approve setting the Waller County Commissioners Court 2022 Regular Sessions to be held every Wednesday at 9:00 a.m. at the Waller County Courthouse in Hempstead, Texas, seconded by Commissioner Jones.

**Motion carried** by 4-0 vote.

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

22. Discuss and take action to approve Membership Agreement with 1Government Procurement Alliance (1GPA).

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

23. Discuss and take action to approve Construction Agreement between Waller County and B&C Constructors L.P. for demolition services at 701 Calvit Street.

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

24. Discuss and take action to amend County policies in relation to COVID-19.  
(no backup submitted)  
No action taken.

25. Discuss and take action to deliberate 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 in Precinct 1 and Precinct 4 would have a detrimental effect on the position of the County in negotiations with third persons.  
(no backup submitted)

Motion made by Commissioner Jones, seconded by Commissioner Beckendorff.

**Motion carried** by 4-0 vote.

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

## EXECUTIVE SESSION

26. Deliberate business and financial issues related to the purchase, exchange, lease, or value of real properties in Precinct 1 and Precinct 4 pursuant to Government Code Sections 551.072 and 551.0725.

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

**Court convened to Executive Session at 10:43 a.m.**

**Court reconvened from Executive Session at 11:20 a.m.**

28. ~~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 Jones.

**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 11:20 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 22<sup>nd</sup> day of **December 2021**.

*Trey Duhon*

Carbett "Trey" J. Duhon, III  
County Judge