

**MINUTES**  
**WALLER COUNTY COMMISSIONER'S COURT**  
**REGULAR SESSION**  
**WEDNESDAY – DECEMBER 18, 2019**

**BE IT REMEMBERED** that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Wednesday, the 18<sup>th</sup> day of December 2019 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 9:01 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  
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 Smith, seconded by Commissioner Beckendorff.

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**PUBLIC COMMENT**

1. Scott Green thanked Judge Duhon for bringing Santa to the Child Welfare Christmas Party.

**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 11, 2019 Regular Session
3. Request by County Treasurer for approval of Payroll.
4. Request by County Treasurer for approval of Treasurer's Monthly Report.
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 Engineer to approve the Final Plat of Giboney Trails.~~  
**Item WITHDRAWN.** (Court revisited item #6 further in the meeting)
7. Request to approve payment on the following:
  - (a) \$165.00 for invoice # NRDD-0005429 and \$40.00 for invoice # NRDD-0005404 for a total of \$205.00 to Texas Association of Counties from line item 125-411-560300 [Ins Equip/Build/Pub Liab].

- (b) \$6,987.38 for invoice # 1119WCA1801 and \$86.13 for invoice # E1119WCA1801 for a total of \$7,073.51 to Turner Duran Architects from line item 125-600-581610 (Precinct 4 Building).
- (c) \$31,141.45 for invoice # 29 to Brinkley Sargent Wiginton Architects from line item 601-601-545405 (Professional Services Jail).
- (d) \$494.20 for invoice # 25813 to Metro Container LLC from line item 600-600-587521 (Library).
- (e) \$7,000.00 for invoice # 520118 to PBK from line item 125-600-581901 (Buildings).

8. Request by County Auditor for approval and/or ratification of Accounts Payable.  
 Motion to **approve** the consent agenda with 6 withdrawn by Commissioner Barnett, seconded by Commissioner Smith.

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

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

***Advanced to Agenda Item #28***

**MISCELLANEOUS**

28. Discuss and take action to approve Memorandum of Understanding with Citizens Against the Landfill in Hempstead and to accept donation of funds to be used for the Waller County Library.

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

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

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

**WALLER COUNTY CHILD WELFARE**

9. **Presentation** by Katina Harris on the status of the Child Welfare Board.  
*No action required.*

**EXTENSION OFFICE**

10. **Presentation** by AgriLife and Cooperative Extension Agents on the 2019 results and efforts of the Waller County Office of Texas A & M AgriLife Extension (TAMU) and Cooperative Extension Program (PVAMU).  
*No action required.*

**COUNTY JUDGE**

11. **Presentation** of the Waller County Transportation Plan by Carlene Mullins, Senior Planner, Transportation Department of Houston-Galveston Area Council.  
*No action required.*

12. Discuss and take action to approve the Waller County Transportation Plan.  
 Motion made by Commissioner Beckendorff that we adopt and approve the Waller County Transportation Plan, seconded by Commissioner Smith.

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

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

*Court recessed at 10:59 a.m.*

*Court reconvened at 11:07 a.m.*

13. ~~Request by Ronald Cunningham with K9 Officer, Inc. to be added to the Waller County Jury Pay donation list. Item WITHDRAWN.~~

14. Discuss and take action to appoint Waller County representatives for the Bluebonnet Groundwater Conservation District. Representatives will be for agricultural interests and rural water supplier’s interest for a four (4) year term beginning January 2020.

Motion made by Commissioner Amsler that we discuss and take action to **appoint** Charles Muse and Richard Stoker for the Bluebonnet Groundwater Conservation District with the representatives to be representative for agricultural interests and rural water supplier interest for a four (4) year term beginning January 2020, seconded by Commissioner Barnett.

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**COUNTY ENGINEER**

15. **Public Hearing:** On notice of application of West Magnolia Forest Subdivision, to revise a portion of an unrestricted reserve, Section 9, by Laura Hygh.

**Public Hearing began at 11:12 a.m.**

No public comments received.

**Public Hearing ended at 11:12 a.m.**

16. ~~Discuss and take action to approve the Final Re-Plat of West Magnolia, Section 9 Partial Replat No. 1. Item WITHDRAWN.~~

***Returned to Consent Agenda Item #6***

6. Request by County Engineer to approve the Final Plat of Giboney Trails.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**506TH DISTRICT JUDGE**

17. Discuss and take action to approve the Contract Indigent Defense attorneys for Waller County for Calendar year ~~2019~~ 2020, and authorize the County Judge to sign the contracts on behalf of the County.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**LIBRARY**

18. Discuss and take action to approve the following line item transfer from within the Library Budget:  
\$2,126.00 from 125-537-581800 [Furniture and Equipment] to 125-537-510101 [Part Time].

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## **TREASURER**

19. Discuss and take action to approve fixed asset transfers.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

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

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

21. Discuss and take action to approve 2020 Salary Order.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

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

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

23. Discuss and take action to approve the County Judge to sign TAC Health County Member Contact Designation Form.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

## **AUDITOR**

24. Request by County Auditor for approval of annual review of Fund Balance Policy.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

25. Discuss and take action to approve official documents and all monthly reports.

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

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

*Judge Trey Duhon – Yes*

*Commissioner Amsler – Yes*

*Commissioner Smith – Yes*

*Commissioner Barnett – Yes*

*Commissioner Beckendorff – Yes*

**CONSTRUCTION MANAGER**

26. Discuss and take action to approve agreement with Uretex ICR Gulf Coast for foundation leveling services at the Waller County Library.

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

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

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

27. Discuss and take action to approve Renovation and Addition agreement with Dahvar Construction and Design for the Waller County Library.

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

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

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

**Court recessed at 12:00 Noon**  
**Court reconvened at 12:16 p.m.**

**EXECUTIVE SESSION**

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

**Court convened to Executive Session at 12:17 a.m.**

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

**Court reconvened from Executive Session at 1:01 p.m.**

**No action taken from Executive Session.**

**ADJOURN MEETING**

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

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

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

Meeting was **ADJOURNED** at 1:01 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 2<sup>nd</sup> day of January 2020.**

*Trey Duhon*  
Trebett "Trey" J. Duhon, III  
County Judge