



MINUTES

WALLER COUNTY COMMISSIONERS COURT REGULAR SESSION THURSDAY – JANUARY 23, 2025

BE IT REMEMBERED that the Honorable Commissioner's Court of Waller County, Texas, met in **REGULAR SESSION** on Thursday, the 23rd day of January, 2025 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 2:02 p.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
Debbie Hollan, County Clerk

Absent: Justin Beckendorff, Commissioner Precinct 4

Delivery of Invocation by: Commissioner Amsler
Pledge to the American Flag and Texas Flag by: Commissioner Jones

Commissioner Jones made motion to approve agenda, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

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

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 – January 8, 2025 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 County Treasurer to approve updates to the take home vehicle schedule.
8. Request by County Treasurer for approval of State Dated check list.
9. Request by County Auditor to Approve and/or Ratify 2025 Budget Adjustments and Departmental Line-Item Transfers. *(No backup submitted)*
10. Request by County Auditor to approve Quarterly Reimbursement of Juror Payments.
11. Request by County Auditor to approve official documents for all monthly reports.

Requests to approve payments on the following:

12. \$2,015.39 for Invoice #48 to King Architectural Consulting Services to be paid from line item 604-604-545405 [Professional Services].
13. \$45,629.23 for Invoice #42327 to Designs That Inspire dba Visionality from line item ~~125-411-569311 [DR-4781 Texas Severe Storm]~~ with the following breakouts:
 \$5,000.00 from line item 125-411-569311 (DR-4781 Texas Severe Storm) and
 \$40,629.23 from line item 125-401-569800 (Equipment and Supplies).
14. \$1,962.16 for Invoice #96255 to Motor Solutions from line item 247-514-581700 [Equipment].
15. \$500.00 for Invoice dated December 27, 2024 to Clay's Mortuary & Cremations from line item 125-423-540705 [Transport to Morgue].
16. \$2,600.00 for Invoice #14000 to Fort Bend Medical Examiner from line item 125-423-540702 [Autopsy].
17. \$700.00 for Invoice #0000055 to Stephens & Flowers Funerals & Cremator from line item 125-423-540702 [Autopsy].
18. \$550.00 for Invoice #0000056 to Stephens & Flowers Funerals & Cremator from line item 125-423-540705 [Transport to Morgue].
19. \$1,295.00 for Invoice dated December 12, 2024 and \$1,295.00 for Invoice dated December 31, 2024 to Magnolia Funeral Home from line item 125-423-540705 [Transport to Morgue].
20. Request by County Auditor to Approve and/or Ratify Accounts Payable.
21. Spread upon the minutes submission of the Waller County Fire Marshal's Office Racial Profiling Report to the Texas Commission on Law Enforcement, required by Article 2.132 CCP Law Enforcement Policy on Racial Profiling.

22. Request by County Engineer to advertise for Competitive Bids for the following item(s): Pavement Markings, Fuel–Bulk Diesel and Gasoline, Ditch Cleaning, Guardrail Repair and Improvements, and Seal Coating. Advertising to be paid from line item 125-401-44100 [Bid Notices and Printing].
23. Request by County Engineer to authorize the Road and Bridge Department to issue a public notice in the Katy Times, for three consecutive weeks, establishing a public hearing during the regular session of Commissioners Court on February 18, 2025 Replat of West Magnolia Forest Subdivision, Section 1 Lot 51. The revision will be to partition Lot 51 into 3 Lots. These newly configured Lots would consist of Lot 51-A (13.668 acres), Lot 51-B (3.000 acres) and Lot 51-C (3.000 acres) by Danny Rhea Moore, Shelly Lynn, Sharp Lemm, and Gail Holliday.

Motion to approve Consent Agenda with change to #13 made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith
Commissioner Beckendorff

– Yes
– Absent

DISTRICT ATTORNEY

24. Approve Fixed Asset Transfer from the District Attorney's Office to the Constable, Precinct 1 Office.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith
Commissioner Beckendorff

– Yes
– Absent

COUNTY ENGINEER

25. Approve payment of \$96,084.71 for Invoice #202447259 to LJA Engineering, Inc. for Professional Services rendered from November 02, 2024 through November 29, 2024 (5th Invoice). Funding to be paid from line item 605-605-545405 [Prof. Services].

Motion made by Commissioner Smith, seconded by Commissioner Jones.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith
Commissioner Beckendorff

– Yes
– Absent

26. Approve award on Drainage Specific Engineering Services with Pape-Dawson Engineers, and approve Work Authorization #1 with an amount not to exceed \$100,000 (RFQ #24032-31).

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 3-0 vote with 1 Abstained.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith
Commissioner Beckendorff

– Abstained
– Absent

27. **Public Hearing:** Proposed Major Thoroughfare Plan/Map Amendment by Blumberg 209, LLC.

Public Hearing began at 2:12 p.m.

No Public Comments received.

(Robert Pechukas – Director of Policy and Administration explained amendment process, Ross McCall explained the proposed amendment)

Public Hearing ended at 2:24 p.m.

28. Approve the Major Thoroughfare Plan/Map Amendment by Blumberg 209, LLC.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith

– Yes

Commissioner Beckendorff – Absent

COMMISSIONER, PRECINCT 3

29. Approve fee waiver for the Community Center for PVAMU's Expanded Food Nutrition Education Program Summer Camp, July 7th-10th, 2025.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith

– Yes

Commissioner Beckendorff – Absent

TREASURER

30. Approve Salary Order amendment 2025.1 effective 02/02/25.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith

– Yes

Commissioner Beckendorff – Absent

GRANT MANAGER

31. Approve the County Grant Manager to submit a FY2026 General Victim Assistance Grant Program application to the Office of the Governor to partially fund the salary of the County's Victims' Assistant Coordinator.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith

– Yes

Commissioner Beckendorff – Absent

FIRE MARSHAL

32. Approve update of the 2025 Waller County Multijurisdictional Hazard Mitigation Plan Update.

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith

– Yes

Commissioner Beckendorff – Absent

MISCELLANEOUS

Advanced to Agenda Items #34-35

34. Approve Real Estate Contract for the purchase of approximately 4.998 acres of property in Precinct 3 (a portion of property ID 10801) for \$375,000.00 and authorize County Judge or counsel to sign closing documents. (no backup submitted)

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Judge Duhon made motion to amend to be paid from Capital Outlay line item 125-600-571500 [Land Acquisition], seconded by Commissioner Jones.

Amendment carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler
Commissioner Jones

– Yes
– Yes

Commissioner Smith

– Yes

Commissioner Beckendorff – Absent

Amended Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Absent

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

Motion made by Commissioner Jones, seconded by Commissioner Smith.

Commissioner Jones made motion to amend by adding “it’s citizens” to the regulations (written procedures No. 4), seconded by Commissioner Smith.

Motion carried by 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Absent

36. ~~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.~~
37. ~~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

38. Consultation with District Attorney related to advice about pending or contemplated litigation or a settlement.
39. ~~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.~~
40. ~~Deliberate business and financial issues related to contract negotiations pursuant to Government Code 551.072. Item WITHDRAWN.~~

Returned to Agenda Item #33

33. Annual Review of the following Departments:

Director of Policy and Administration

Recycling Center moved to next Commissioners Court Meeting – February 5, 2025

County Engineer

Court convened to Executive Session at 2:45 p.m.

Court reconvened from Executive Session at 3:52 p.m.

41. ~~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 4-0 vote.

Judge Trey Duhon – Yes

Commissioner Amsler

– Yes

Commissioner Smith

– Yes

Commissioner Jones

– Yes

Commissioner Beckendorff – Absent

Meeting was **ADJOURNED** at 3:53 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 5th day of February 2025.

Carbett "Trey" J. Duhon, III
County Judge

DRAFT