

**REGULAR MEETING OF THE BREWSTER
COUNTY COMMISSIONERS COURT
TUESDAY, MARCH 8, 2016 AT 9:00 A.M.**

Judge Cano called the meeting to order and the following Elected Officials were present:

<i>Eleazar R. Cano</i>	<i>County Judge</i>
<i>Luc Novovitch</i>	<i>Commissioner Pct. 1</i>
<i>Hugh Garrett</i>	<i>Commissioner Pct. 2</i>
<i>Ruben Ortega</i>	<i>Commissioner Pct. 3</i>
<i>Mike "Coach" Pallanez</i>	<i>Commissioner Pct. 4</i>
<i>Berta Rios-Martinez</i>	<i>County Clerk</i>

1. Invocation, Pledge of Allegiance

Judge Cano led the court in an Invocation and the Pledge of Allegiance.

2. Public Comment

Marshall McLean stated that he would like to be considered for the position of the OSSF Designated Representative position that was left vacant due to Virgil Clark's untimely death. A.G. Hays also recommended Marshall McLean for the position, as he meets the requirements and has the credentials needed for the position.

Barbara Trammell also discussed and reiterated the sentiments expressed by Mr. Hays.

3. Minutes / additions / corrections / approval

Minutes for February 1, 2016 and February 12, 2016 were briefly reviewed and discussed.

Commissioner Ortega moved to approve the minutes for February 1, 2016. Commissioner Garrett seconded the motion, the motion passed unanimously.

Commissioner Ortega moved to approve the minutes for February 12, 2016. Commissioner Garrett seconded the motion, the motion passed unanimously.

4. Road & Bridge Department / Community Facilities

- A. Road & Bridge Superintendent's Report, General updates on maintenance and repairs for all county roads & state of County Roads System; road materials including, fuel, supplies including usage & inventories & future needs; budgetary matters; equipment including heavy equipment, (maintenance repairs, future needs, replacement and additions), pickups, trailers and other light vehicles and accessories, and small equipment, (usage, future needs),**

equipment rentals; facilities (yards in Alpine, Marathon and S. County) cattle guards, fences and other means of containing livestock; safety issues and equipment; and community facilities (assistance with maintenance and other related issues); assistance to other governmental entities and emergency responders; personnel issues, (vacancies, new hires, discipline, performance, safety and other general personnel matters); permits for boring or trenching for utilities across County Roads / Discussion and appropriate action

Superintendent Frenchie Causey reported that Road & Bridge have three (3) projects going on at this time. The first project is preparing Wagon Road in Sunny Glen to pave. The second is preparing for the generator at the Red Pattillo Center in Terlingua and lastly, dredging the pond at Post Park in Marathon and replacing some boards on picnic tables.

Commissioner Ortega informed the court that Friends of the Post Park will be paying part of the expense to the County for the use of the equipment used to clean-up Post Park. Judge recommended to send a letter of appreciation to the Friends of the Post Park.

Judge Cano reminded the court of the workshop that Road & Bridge will present at the end of today's Commissioner's Court meeting.

B. Discussion and appropriate action for general work of Road & Bridge Department to go forward

Nothing further at this time.

5. County Emergency Management Office

A. General Report including:

Recent emergency responses; emergency planning update; recent work with cooperating emergency responders: (ESD #1, all VFD's and EMS); update on needs, programs, training, recent work with other governmental entities; equipment for emergency response and updates regarding needs, maintenance, repairs, replacement and additions; emergency management issues related to burn bans; emergency management issues related to communications & public information; emergency management issues related to County insurance coverage; personnel issues related to emergency response, exercises & drills; matters related to pending & future Homeland Security & FEMA Grants and other funding, matters related to 911 EMS in County and matters related to 911 & 911 addressing / Discussion and appropriate action

Emergency Management Coordinator Matt Van Ostrand reported that FEMA accepted the environmental assessments on the Marathon and Terlingua locations and Road & Bridge will move forward with preparation necessary for installation of generators. Rio Grande Council of

Government sent a reminder that the emergency operation plan needs to be updated and resubmitted by September 2017, informed Van Ostrand. Van Ostrand stated that if the decision was arrived at to allow for fireworks on San Jacinto Day (April 21), approval of fireworks will need to be submitted on the 22nd of March.

B. Discussion and appropriate action for general administrative work of the Emergency Management Department to go forward

Nothing further at this time.

6. Treasurer's Office

A. General Bills / Discussion and appropriate action

Commissioner Novovitch asked why there was a Presidio Tele-Communication bill in our bills. Auditor Watson stated that it is for the Tri-County Probation Department. Judge Cano asked about the bonds for Russell Scown and Philip Fierro. Commissioner Ortega clarified that they are reserve deputies and have to be bonded through Brewster County. Judge Cano also asked about Eclipse bill and County Clerk Berta Rios-Martinez stated that is the system that records land records. Commissioner Novovitch inquired if that expense will be no longer be invoiced after Net Data is in place. The Court was informed that it would remain in effect "as is" due to the fact that the County has a contract with the current vendor for 5 years. Judge Cano asked Auditor Watson if the invoice for TCEQ was a typo. The invoice says \$73.50 and the PO is for \$23.50, stated Judge Cano. Auditor Watson stated that the full amount was for \$73.50 and the \$23.50 is the remaining balance left to pay off.

Commissioner Ortega moved to approve general bills and all walk in bills. Commissioner Novovitch seconded the motion, and the motion passed unanimously.

B. Financial Reports / Updates, Discussion, Review and appropriate action concerning the following:

Specified Activity Report	Payroll Reports
Cash Flow Predictions	Check Register
Budget Analysis Usage Report	Transfers
Receipt File Listings	Personnel/Overtime Reports
Cash Report	Other Financial Reports as Requested by
Grant Reports	Commissioners

No reports at this time.

C. Update on 2014 Audit Compliance requirement regarding frozen funds for the Homeland Security Grant Program and Operation Stonegarden Grant Program

Judge Cano stated that he received an email from Pete Lara pertaining to this topic. The email states that funds will be released with stipulations from GRP, explained Judge Cano. There is an internal policy that needs to be put in place for all personnel and overtime activity for the Sheriff's Office. This will be so that the policy is known by all employees and GRP, informed Judge Cano. Judge Cano also stated that he feels comfortable with what will be submitted. This will also help with new employees that will need to know the procedures.

Commissioner Ortega asked the time frame of receiving the funds and Judge Cano stated he does not have that information at this time.

Commissioner Ortega suggested to freeze the overtime until funds are released since there is no guarantee of funds being released.

Commissioner Novovitch asked Auditor Watson about the amount of the Stone Garden Grant and she stated that it is about half a million dollars, if she remembers correctly.

Commissioner Ortega stated that if the Grant comes through in a couple of weeks then there is no reason to control overtime for that time.

Discussion of no overtime took place and the court agreed to hold off on overtime unless it is an emergency. Judge Cano closed the discussion by stating that he feels that reimbursement will be forthcoming but did say that there is always a possibility that the funds will not be released.

Chief Deputy Ryan Skelton was asked to come in and explain the overtime process. He stated that since the grant funds were frozen, overtime is coming out of Brewster County funds. However, deputies with overtime are covering for two positions currently vacant in Marathon so what you are seeing is regular overtime, informed Chief Deputy Ryan Skelton.

D. Other general administrative & procedural matters related to Treasurer's Office / Discussion and appropriate action for work of Treasurer's Office to go forward

Auditor Watson informed the Court that Babbet Mann has completed the work for all 2015 bank statements that was not done. Auditor Watson stated that hopefully within a couple of weeks there will be beginning balances that should have been available in January of 2015.

Judge Cano expressed his thanks for the hard work to complete all that should have been done already.

7. Officials' Monthly Reports

Official Monthly Report for Justice of Peace 1, 2, and 3 were read into record.

Commissioner Ortega moved to approve official monthly reports as read. Commissioner Pallanez seconded the motion, and the motion passed unanimously.

8. County OSSF (Septic Tank): Septic Tank Permitting & Inspection

Judge Cano recommended to table this item to further discuss the options and the availability of those qualified for the position and post the position.

- A. Discuss & approve training certification for Robert Polanco to do septic tank permitting and inspections**
- B. Discuss and consider the County's paying for Robert Polanco's training certification / Discussion and appropriate action**
- C. Discuss Ruben Carrasco, a certified septic tank inspector, to do permitting and septic tank inspections as an Interim Inspector for Brewster County**

Judge Cano stated that Ruben Carrasco is qualified and agreed to help Brewster County as an Interim. However, this will need to be approved through Presidio County, as he is employed through them.

Commissioner Ortega stated that he received a call from Mr. Sanchez who was an inspector for the City of El Paso and he is willing to help out if needed.

Barbara Trammell stated that Virgil Clark will be hard to replace, as he monitored the area and took care of things above and beyond the inspector's job description. Sharon Clark stated that Mr. Carrasco and Mr. Clark worked together on completing any and all inspections.

Judge Cano designated Ruben Carrasco as an Interim Inspector for Brewster County.

9. Discussion and action regarding a proposed revision and amendment of the "Orders Regulating Outdoor Lighting in Brewster County Texas", adopted by Commissioner Court on July 2001

Commissioner Novovitch submitted a revised version of the Order.

Commissioner Novovitch provided a brief explanation of the changes to the Order.

Commissioner Garrett moved to approve the revised Orders Regulating Outdoor Lighting in Brewster County. Commissioner Pallanez seconded the motion, and the motion was passed unanimously.

Court recessed at 10:15 A. M.

Court reconvened at 10:30 A.M.

10. Brewster County Groundwater Conservation District/ Appointment of Board Members

- A. Executive Session Pursuant to Section § 551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee**

Court convened into executive session at 10:32 A. M.

Reconvene in Open Session at 11:07 A.M.

- B. Discussion and appropriate action resulting from Executive Session**

Commissioner Garrett moved to approve Ambrosio Valles to complete the unexpired term vacated by Tom Beard to the end of 2017 and to appoint Tom Mangrum to complete the term of Virgil Clark to the end of 2018. Commissioner Ortega seconded the motion, and the motion passed unanimously.

RECESS

11. Workshop Session / Brewster County Road & Bridge

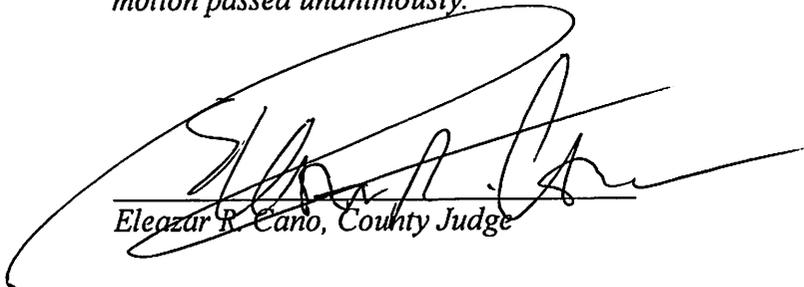
Superintendent Frenchie Causey provided a three year plan to the Court and reviewed the plan by Precinct. Please see attached plan.

12. Schedule next Commissioners Court Meeting (March 22, 2016)

Next scheduled regular meeting in March 22, 2016 at 9:00 A.M.

13. Adjourn

Commissioner Ortega moved to adjourn. Commissioner Novovitch seconded the motion, and the motion passed unanimously.



Eleazar R. Cano, County Judge

ATTEST:

Berta Rios-Martinez
Berta Rios-Martinez, County Clerk