

**REGULAR MEETING OF THE BREWSTER
COUNTY COMMISSIONERS COURT
TUESDAY, JULY 26, 2016, AT 9:00 A.M.**

The 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 Garret</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>Babett Mann</i>	<i>County Treasurer</i>

1. Invocation, Pledge of Allegiance

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

2. Public Comment

No public comment at this time.

3. Minutes / additions / corrections / approval

*Minutes for June 14, 2016 and June 28, 2016 were presented for approval.
Commissioner Garrett suggested minor changes to June 28, 2016 minutes.*

Commissioner Garrett moved to approve the minutes for June 14, 2016. Commissioner Ortega seconded the motion and the motion passed unanimously.

June 28, 2016 minutes will be tabled until Judge Cano can clarify a statement where Big Bend Telephone item is made clear.

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

Commissioner Ortega reported for Superintendent Causey.

Commissioner Ortega stated that Superintendent Causey and some of his crew were working on the remainder of Mile High Road. Commissioner Ortega reported that the busses for AISD were delivered to Van Horn and the dump truck was picked up from El Paso and Midland. A new water pump was put into one of the pick-ups. Road & Bridge finished Wagon Rd, mowed and cleaned up Pena Park and removed the stucco from the walls on District Courtroom, reported Commissioner Ortega.

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

Discussion of new equipment took place. Commissioner Ortega stated the he had bids through by-board and could get prices by Thursday to review and look into purchasing procedures

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 Manager Matt Van Ostrand reported the he received the remaining information for the Environmental Assessment for the radio maintenance contract. All proper paperwork was sent off and once complete the Sheriff's Office will have \$10,000 for radio repairs. Van Ostrand talked to several Emergency personnel in the area and he recommended a burn ban be put in place.

Commissioner Ortega moved to approve the burn ban restrictions. Commissioner Pallanez seconded the motion and the motion passed unanimously.

Commissioner Ortega brought up closing in the bays at the Marathon Fire Department and thinks Brewster County Crew could do it for about \$10,000 to \$12,000 in materials.

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

Nothing further to discuss.

6. Treasurer's Office

A. General Bills / Discussion and appropriate action

Treasurer Mann reported that the general bills total \$176,632.80. Walk –Ins total \$63,240.08 for a grand total of general bills to total \$239,872.88. Treasurer Mann explained an invoice from The Bank of New York Melon. Treasurer Mann explained the I&S fund was short and suggested a line item transfer. The difference is \$25,437.54 informed Treasurer Mann. Auditor Watson suggested a line item transfer from general to I&S to cover the \$25,437.54 short fall.

Commissioner Ortega moved to approve a line item transfer of \$25,437.54 from General Fund to I&S. Commissioner Novovitch seconded the motion and the motion passed unanimously.

Commissioner Pallanez provided information about the trash bin located at the Tax Office and the number of pick-ups vs the cost. Commissioner Pallanez stated that currently the County pays for a 4 cubic bin with 3 pick-ups and cost the County about \$10,000 a year. He proposed to get a 3 cubic foot container with one pick-up a week which will cost about \$100.00 a month. Treasurer Mann stated that she also spoke with the City Office and it can be done with a letter stating that the Court approved the change.

Commissioner Pallanez motioned to change from a 4 cubic foot container to a 3 cubic foot container with one pick-up a week instead of 3 pick-ups. Commissioner Ortega seconded the motion and the motion passed unanimously.

Commissioner Ortega moved to approve the walk-in and the general bills as presented. Commissioner Novovitch seconded the motion and the motion passed unanimously.

Treasurer Mann reported there were a few bills that came in that needed to be paid. This fell between Commissioner Court Meetings, explained Treasurer Mann, and asked to approve these bills.

Commissioner Ortega moved to approve the bills as presented. Commissioner Novovitch seconded the motion and the motion passed unanimously.

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

Cash Receipts & Disbursements

Payroll Reports

**Statement of Revenue & Expenses
Receipt Register
Other Financial Reports
as requested by Commissioners**

**Check Register
Grant Reports**

C. Budget Amendments / Sheriff's Office / Awarded Account/Abandoned Vehicle Account / Discussion and appropriate action

Treasurer Mann explained that the Sheriff is buying two trucks and wants to take one out of each of the listed accounts. Treasurer Mann stated that there is \$47,473.54 in the Abandoned Vehicle Account and \$90,842.21 is the Awarded Account. One vehicle is \$32,666.00 and the other \$20,205.00 informed Treasurer Mann.

Commissioner Ortega moved to amend the budget as presented. Commissioner Pallanez seconded the motion and the motion passed unanimously.

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

Nothing further.

7. Officials' Monthly Reports

Nothing to report.

8. County Subdivision Regulations

A. Discuss & consider variance request from the Brewster County Subdivision Regulations by Johnny Carpenter

Mr. Carpenter explained that he is representing two clients and provided details of each location with reference to these locations.

Commissioner Garrett explained he has spoken with the County Surveyor and asked if there is a letter that Mr. Carpenter could present for the Court. Mr. Carpenter stated the he could provide that to the Court with a copy of the survey and the plat for next meeting. Commissioner Ortega suggested speaking with the County Attorney

B. Revision of Existing Boundaries concerning Private Property and County Roads specifically located in the Cul De Sac of Sunny Glenn/ Discussion and appropriate action

Commissioner Novovitch explained on this property the carport of the homeowner is in the County Road easement. A revision of the boundaries will eliminate the issue, explained Judge Cano.

Commissioner Novovitch moved to approve a new survey, changing the easement on Cul De Sac of Sunny Glenn. Commissioner Pallanez seconded the motion and the motion passed unanimously.

Court recessed at 10:38 A.M.

Court reconvened at 10:49 A.M.

9. Brewster County Emergency Services District #1

A. Annual Financial Report by Dr. Sharon Clark, President and Jeannette Hall, Secretary/Treasurer / Discussion and appropriate action

Dr. Sharon Clark and Janet Hall submitted the annual financial report for Brewster County Emergency Services District #1. Court reviewed the financial report and asked questions for next year's budget.

Judge Cano asked for a copy of a budget from the Brewster County Emergency Services District #1 for next year.

B. General Discussion concerning work and progress of ESD #1

No further discussion.

10. 2017 Budget Workshop / Discussion concerning all aspects of County revenues/expenditures and upcoming financial needs for all county departments and other entities funded by the County / Scheduling issues related to adoption of Budget and setting Tax Rate

Judge Cano and the Court discussed items related to the budget and changes have been made regarding the upcoming year and what was not done in the previous year. Judge Cano will be getting with the Tax Collector on the proposed Tax Rate.

11. Matters related to 2016 Tax Rate & 2017 Budget

A. 2017 Salaries for Elected Officials

1. Review Proposed Salaries

Will have numbers to be reviewed during Thursday's meeting and the updated budget will be available in the Judge's Office for viewing.

2. Propose salaries and appropriate notices / Discussion and appropriate Action

Nothing presented.

B. Time Line for adoption of 2017 Budget / Discussion and appropriate action

Will look at the timeline for the adoption of the 2017 budget on Thursday, informed Judge Cano.

12. Schedule next Commissioners Court Called Meeting on July 28, 2016 (Propose the Tax Rate for 2016)

Judge Cano stated that the next meeting will be a called meeting on July 28, 2016 for the Proposed Tax Rate for 2016.

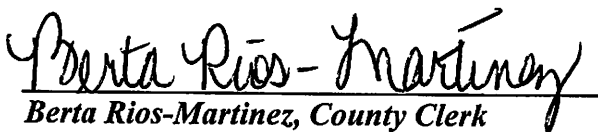
13. Adjourn

Commissioner Ortega moved to adjourn at 11:19 A.M... Commissioner Pallanez seconded the motion and the motion passed unanimously.



Eleazar R. Cano, County Judge

ATTEST:



Berta Rios-Martinez, County Clerk