

**REGULAR MEETING OF THE BREWSTER  
COUNTY COMMISSIONERS COURT  
TUESDAY, DECEMBER 22, 2015 AT 9:00 A.M.**

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

<b>Eleazar Cano</b>	<b>County Judge</b>
<b>Hugh Garrett</b>	<b>Commissioner Pct. 2</b>
<b>Ruben Ortega</b>	<b>Commissioner Pct. 3</b>
<b>Mike "Coach" Pallanez</b>	<b>Commissioner Pct. 4</b>

**1. Invocation, Pledge of Allegiance**

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

**2. Public Comment**

*No public comments*

**3. Minutes / additions / corrections / approval**

*No minutes ready for approval.*

**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**

*In the absence of Superintendent Frenchie Causey, Commissioner Ortega reported for Road & Bridge. He reported trees were trimmed in Precinct 1 and 4, the Commissioner Court table was modified, and trees were picked up in Marathon and at Post Park. Road and Bridge wishes everyone a Merry Christmas.*

*Judge Cano informed the Court that they are working on contracting with someone to trim the trees around the Courthouse before bad weather comes in.*

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

*Nothing further to discuss.*

**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 the information for the Historical Preservation Assessment was uploaded to the State and hopes to hear something from them next month for the Community Centers Generator Project.*

*Next year's Homeland Security Grant needs a report from the County to see if we can receive funds, and he plans to request radios and shelter supplies, informed Van Ostrand. Van Ostrand stated they were informed by TXDOT that all roads to the Hospital will be priority to keep clear before other roads. This is based on the prediction of bad weather for this winter, stated Van Ostrand. Van Ostrand spoke with Tony Molinar with Red Cross in Del Rio and hopes to increase the number of volunteers in the area.*

*Commissioner Garrett asked if he could contact the Odessa Red Cross to verify if their office covered our area and not the Del Rio office.*

**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**

*No one from Treasurer's Office was present and Judge Cano reported that the General Bills were provided to the Court but no numbers from General Bills were reported. Judge Cano hopes to start the New Year with a clear start with the help of the Auditor's Office. Commissioner Garrett asked about the payment to TAC. Auditor Watson explained the rate was increased in October but not changed on our end so the check reflects the increase from October to current. Also retirement was only paid for the first couple of months at the beginning of the year and the check reflects the retirement amount to get the County current. Auditor Watson stated there were three (3) walk-ins and asked for approval. Walk-ins included the Appraisal District, Thomas Reuters and Quill.*

*Commissioner Ortega moved to approve the general bills including the walk-ins. Commissioner Garrett seconded the motion and the motion passed unanimously.*

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

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

*Nothing to report.*

**C. Matters related to 2015 End of Year Closeout**

**1. Line item transfers & Budget amendments for all County Departments:**

<b>County Judge</b>	<b>County Attorney</b>
<b>County Clerk</b>	<b>County Treasurer</b>
<b>County Veteran's Office</b>	<b>Tax Assessor-Collector</b>
<b>Non-Departmental</b>	<b>Courthouse</b>
<b>Contracting Agencies</b>	<b>County Jail</b>
<b>Community Facilities</b>	<b>Constable Pct. 1, 2, &amp; 3</b>
<b>Emergency Management</b>	<b>Sheriff</b>
<b>County Court</b>	<b>Extension Officer</b>
<b>District Clerk</b>	<b>Exten. Serv. (Home Agent)</b>
<b>District Court</b>	<b>Road &amp; Bridge Department</b>
<b>Justice of the Peace 1, 2, &amp; 3</b>	<b>Records Management</b>

*Judge Cano stated that information is still being collected and he wants to make sure the budget analysis is correct in order for each department to report accurate numbers.*

*Commissioner Ortega commented that it will be end of January in order to collect and count on accurate figures until all the December bills come in.*

## **2. Other matters related to close out of 2015 year / Discussion and appropriate action**

### **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 the quarterly payments to the Comptroller's Office have not been paid but the reports are now caught up and have been turned into the Treasurer's Office for payment. Because the payments are late, the County will not be able to keep a percentage, stated Auditor Watson. However, we will not be fined. The amount to be paid out will be about \$96,000, informed Auditor Watson.*

## **7. Officials' Monthly Reports**

*Commissioner Ortega read into record the Official Monthly Reports for November.*

*Commissioner Ortega moved to approve the Official Monthly Reports for the month of November as read. Commissioner Garrett seconded the motion and the motion passed unanimously.*

## **8. Brewster County Contract 713049 – Marathon Water Well /Contracts over \$5,000 / Request for approval to pay Travis Roberts \$11,250 / Discussion and appropriate action**

*Jerry Carvajal, of GrantWorks, reported that the Marathon Water Well Project has been completed and Travis Roberts, Engineer on the Project, has submitted the final invoice and would like the Court's approval for payment. He explained the funds have been frozen by TDA due to the Audit not being complete. He would like the County to approve payment to Mr. Roberts and when the funds become available for disbursement, the County will be reimbursed. Commissioner Ortega would like to have this invoice paid out of General Funds.*

*Commissioner Ortega moved to approve payment to Travis Roberts in the amount of \$11,250. Commissioner Pallanez seconded the motion. The motion passed unanimously.*

## **9. Terlingua CSD / Presentation by Bobbi Jones, Superintendent / Update / Discussion and appropriate action**

*Bobbi Jones, Superintendent of Terlingua CSD, wanted to say thank you to the Court for the support that is offered through Brewster County. All of the support has been extremely helpful in what they do in the School and the Library, informed Jones. Judge Cano thanked Ms. Jones for taking the time out of her busy schedule to attend the Commissioners Court meeting and*

*reaffirmed the County's commitment to Terlingua CSD and thanked Ms. Jones for all of her hard work.*

**10. 83<sup>rd</sup> District Attorney's Office / Discuss amending Resolution to designate Eleazar R. Cano, Brewster County Judge as the "Authorized Official" for the certified submission for grant application, number V0071-16-0325, Texas Attorney General's Office, Crime Victim Services Division for a Crime Victim Services Grant for a Crime Victim Coordinator, previously approved on June 8, 2015**

*District Attorney Rod Ponton stated that there was a need to amend a previously approved Resolution. Judge Cano's name needed to be added as an authorized official to oversee the grant.*

*District Attorney Ponton asked for the Court to approve the change and sign the amended Resolution.*

*Commissioner Garrett noted the grant application was different and asked if the DA's Office could verify which number needs to be approved and bring it back to next meeting. The Court agreed after further discussion.*

*Commissioner Ortega moved to table item 10 until next meeting to confirm the application number. Commissioner Garrett seconded the motion and the motion passed unanimously.*

**11. Brewster County Tourism Council / 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 went into Executive Session at 9:53 A.M.  
Reconvene in Open Session at 10:25 A.M.*

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

*Following Executive Session Commissioner Garrett moved to reappoint Barbara Trammel, Linda Walker, Marsha Roberts and Jennifer Wick for two year term to begin January 1, 2016. Commissioner Ortega seconded the motion and the motion passed unanimously.*

**12. Next Commissioners Court Called Meeting / December 29, 2015, 10:00 A.M.,  
Marathon Community Center, Marathon, Texas**

*Judge Cano informed the Court that Commissioners will hold a called meeting in Marathon on December 29, 2015 at 1:30 P.M.*

**13. Merry Christmas!**

*Court expresses a Merry Christmas to everyone.*

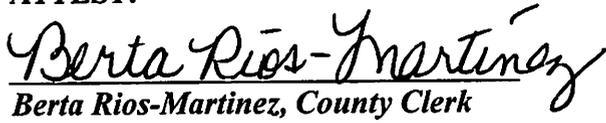
**14. Adjourn**

*Commissioner Ortega moved to adjourn at 10:28 A.M. Commissioner Garrett seconded the motion and the motion passed unanimously.*



*Eleazar R. Cano, County Judge*

**ATTEST:**



*Berta Rios-Martinez, County Clerk*