

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

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

<i>Eleazar Cano</i>	<i>County Judge</i>
<i>Luc Novovitch</i>	<i>Commissioner Pct. 1</i>
<i>Huge 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>

1. Invocation, Pledge of Allegiance

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

2. Public Comment

No Public Comments.

3. Minutes / additions / corrections / approval

Judge Cano informed the Court the he has the minutes in his possession and will be current at next regular meeting.

Moved to item 8

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 last week they worked on the overhead storage tank in preparation of the winter. They oiled the Holy Angels Cemetery roads and filled pot holes in Loma Del Norte, Prairie View Road, bladed South County roads, as well as the airstrip located in South County. Superintendent Causey stated they have also been working on remodeling the Judges' Office. Superintendent Causey also stated that they were working on the Post park in preparation of the Cabrito cook off. A new alternator was purchased and installed on the haul truck, as well as a muffler. Superintendent Causey closed by stating that they had been assisting in patching streets around Alpine in precinct's 1 & 4.

Judge Cano explained that the expense for the remodels in his office, as well as other projects in the Courthouse, are being funded from the Historical Preservation Fund.

Commissioner Novovitch asked if there were guidelines for County equipment being used on non-county jobs. Steve Houston explained if it is serving a "public good" it can be done.

Judge Cano addressed the use of facilities in relation to the Election. Judge Cano stated that Jerri Street, Election Deputy Clerk, was in need of the procedure of building usage, as some of the contact information has changed. Commissioner Garrett stated it was all in the Judge's Office and Judge Cano informed him that Street was informed that Commissioner Garrett was the contact.

Judge Cano clarified the procedure for using the Red Patillo Community Center. Street stated she will get with Susan in the Judge's Office to set up for the November Election. A copy of county building usage policy is available at Judge's office for review.

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

Nothing further to discuss.

5. Treasurer

A. General Bills / Discussion and appropriate action

In the absence of Treasure Staton, Assistant Treasure Hatem Mehri reported general bills to total 29,004.31. Mehri provided the Court with the Walk-in bill,s which included R&W Refrigeration for 128.80 and reimbursement for Commissioner Novovitch for Study Butte Conference in the amount of 92.00, Commissioner Garrett reimbursement for Study Butte Conference in the amount of 56.45.

Commissioner Novovitch address the Nectar Computer invoice for 2412.00 and Mehri stated that this invoice is a current invoice. Judge Cano informed the Court that he met with Mark Hannanof Nectar Computers on the past invoices and explained their conversation.

Discussion related to outstanding invoices from Nectar dating back to 2013 took place. Judge Cano informed the Court that Susanne Bowers, whom is working with the Auditor, will look into matters such as these as well as assist in reconciling bank statements.

Commissioner Ortega asked Mehri to look into the autopsy charge to make sure it was not paid twice. He stated he has seen it in a previous report and asked to look into it.

Commissioner Ortega moved to approve the bills as presented including the walk-ins while abstaining from 91979. 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
Cash Flow Predictions
Budget Analysis Usage Report
Receipt File Listings
Cash Report
Grant Reports**

**Payroll Reports
Check Register
Transfers
Personnel/Overtime Reports
Other Financial Reports as
Requested by Commissioner**

Nothing reported.

C. Discuss and consider funding County Auditor's Office from 2015 Budget

1. Consideration of Granting Permission for the County Treasurer with the approval of the County Judge to:

a. Transfer funds from General Fund to County Auditor's Office

Steve Houston explained where the law stands in a creation of a position in the middle of the year. He stated that it is considered an emergency, unforeseen event and would come out of reserve funds to get the County through the end of the year.

Commissioner Ortega asked about moving employees within the office from the Treasurer to Auditor. An explanation from Judge Cano was provided.

Judge Cano read the breakdown for the Auditor salary into record. (Budget for auditor's office attached)

b. Transfer funds to General Fund from Reserve Account, if necessary

Commissioner Ortega moved to approve the Auditor expenses of 42,350 from the General fund to the Auditors Budget. Commissioner Garrett 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 at this time

6. Officials' Monthly Reports

Jerri Street stated that all checks have been written to the County Treasurer Office and are waiting for reconciliation.

Judge Cano explained to the Court that he has asked Jerri Street to submit a flow chart for the Court to be able to know where the hold-up is. Jerri stated that she would have a flow chart ready for commissioner court to review at the next meeting.

7. 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 Coordinator Matt Van Ostrand reported not much change but there were a few fires that were set along the train track. Van Ostrand has contacted authority for Union Pacific on cleaning up along the tracks. Commissioner Ortega informed Van Ostrand that he spoke with someone on looking into equipment for the Marathon Fire Department and will provide him with the contact information.

Van Ostrand stated that the representative for placing the Community Center generators will get with him soon on completing the assessment on the location of the generators.

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

8. Veteran's Service Officer / Update & report on work of office / Discussion

Gerardo Gonzalez submitted his report which included an increase in services, increase in Choice Care Card Recipients, Aid & Attendance, Death Benefits, Transportation of Veterans to VA facilities and expressed that the "word of mouth" is still the strongest form of communication. Gonzalez also stated the current problems/issues as well as future projects for the Veterans Office.

Gonzalez provided detailed information in the report that was presented and can be seen in the attachments.

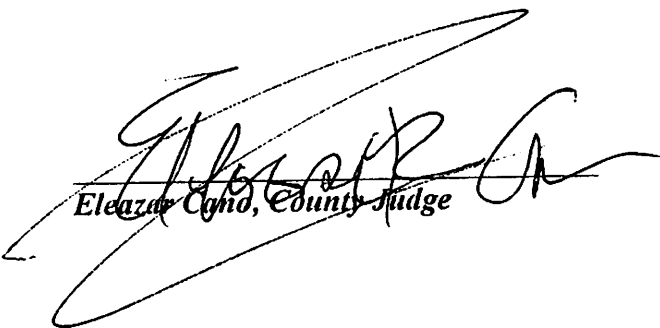
9. Discuss and consider moving Regular October 12, 2015, Commissioners Court Meeting to October 13, 2015, due to Columbus Day Holiday

Judge Cano stated that the Regular Meeting for October 12, 2015 is on a Holiday and recommended moving the meeting to October 13, 2015.

Commissioner Ortega moved to have the Regular Meeting on October 13, 2015 instead of October 12, 2015 due to Columbus Day Holiday. Commissioner Pallanez seconded the motion and the motion passed unanimously.

10. Adjourn

Commissioner Ortega moved to adjourn at 11:06 A.M. Commissioner Novovitch seconded the motion and the motion passed unanimously.



Eleazar Cano, County Judge

ATTEST:



Berta Rios-Martinez, County Clerk