

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT  
TUESDAY, AUGUST 23, 2016, AT 9:00 A.M.  
BREWSTER COUNTY COURTHOUSE, COUNTY COURTROOM  
DOWNSTAIRS – OLD COURTHOUSE**

*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>Betty Jo Rooney</i>	<i>Tax Assessor- Collector</i>
<i>Babett Mann</i>	<i>County Treasurer</i>

**Note: Change of Location**

**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**

*Minutes for June 28, 2016, July 12, 2016, July 26, 2016, July 28, 2016, August 1, 2016 and August 5, 2016.*

*Commissioner Garrett moved to approve the minutes for June 28, 2016, July 12, 2016, July 26, 2016, July 28, 2016, August 1, 2016 and August 5, 2016. Commissioner Ortega seconded the motion and 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 Causey was not present and in his absence Commissioner Ortega reported that Road and Bridge have been clearing debris and working on the wash outs the rain has caused. They have been working at the jail to get ready for the Inspection coming up and continued work in the District Courtroom.*

**C. 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 that the Homeland Security Grant for mobile radios in the amount of \$30,831.00 for the City of Alpine Police Department came in and was for \$31,838.88. After speaking with the COG, the City will be responsible for the additional payment, informed Van Ostrand.*

*Van Ostrand informed the Court that the burn ban has been rescinded that was put in place on July 26, 2016.*

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

**6. Treasurer's Office**

**A. General Bills / Discussion and appropriate action**

*Treasurer Babett Mann reported the general bills totaled \$139,457.81 with the walk-ins at \$2,528.69.*

*Commissioner Ortega moved to approve the general bills and the walk-ins as presented abstaining from reimbursement to him. Commissioner Garrett seconded the motion and the motion passed unanimously.*

*Auditor Watson introduced Patti Saenz as the new Assistant Auditor. The Court welcomed her and she stated she was glad to be working at the County.*

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

<b>Cash Receipts &amp; Disbursements</b>	<b>Payroll Reports</b>
<b>Statement of Revenue &amp; Expenses</b>	<b>Check Register</b>
<b>Receipt Register</b>	<b>Grant Reports</b>
<b>Other Financial Reports</b>	
<b>as requested by Commissioners</b>	

*Nothing to report.*

**C. Donation of \$3,447.64, from Friends of Post Park to Brewster County to cover overage on Post Clean Up**

*Treasurer Mann explained that when the excavator was rented to clean up the Post Park and the \$3,447.64 was the difference for the rental so the Friends of the Post Park covered this overage. Commissioner Ortega informed the Court that those in Marathon make it a point to help and participate in any events and to support any fundraisers and like to help keep the Post Park cleaned up.*

*Judge Cano recommended a letter of appreciation to be sent to the Friends of the Post Park.*

*Commissioner Garrett moved to accept the donation of \$3,447.64 from Friends of the Post Park. Commissioner Ortega 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 to discuss.*

**7. Officials' Monthly Reports**

*All reports were provided on the August 9, 2016 meeting.*

## **8. Alpine Housing Authority**

*Judge Cano explained that the representative for Alpine Housing Authority was unable to present. Judge Cano recommended to table this item since the person presenting is new to the job and the Court would have an opportunity to meet her.*

### **A. Request to Waive Payment in Lieu of Taxes (PILT) / Discussion and appropriate action**

*Commissioner Ortega moved to table this item. Commissioner Garrett seconded the motion and the motion passed unanimously.*

### **B. Consideration and Approve Resolution for Waiver of Payments in Lieu of Taxes for Alpine Housing Authority Public Housing Developments**

## **9. Appointment of Election Judges for November 2016 General Election / Discussion and appropriate action**

*Jerri Street, Election Clerk, provided the Court with a list of Judges and Alternates that have been confirmed. Mrs. Street stated that Precinct 5 had no Judge or Alternate Judge and Precinct 6 & 7 needs an Alternate Judge. Mrs. Street informed the Court that she has left messages for a few people but have not heard back as of this morning.*

*Commissioner Ortega asked why Ike Roberts was not contacted since he has been a dedicated worker for years. He commented that in years past we have made it work and why it is so difficult now. Mrs. Street stated that from the list provided to her by the Party Chairs only one person had been contacted and she could not explain why Mr. Roberts was not called first. Mrs. Street informed the Court that Mr. Roberts had contacted her Sunday and the person recommended to be the Judge in Precinct 3 was not interested in having that responsibility as she will only be available to work a couple of hours in the morning and a few in the evening. She did not feel comfortable having her name on documents she could not be there to sign, informed Mrs. Street. Mrs. Street asked with the Courts permission to have Ike Roberts be the Judge for Precinct 3 as he has been in the past. The Court agreed.*

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

## **10. Commissioner Pallanez, County/City Liaison / Update on Alpine City Council Meeting held on August 16, 2016**

*Commissioner Pallanez provided an update on things that took place during the City of Alpine Meeting held on August 16, 2016. Commissioner Pallanez reported what was presented at the Alpine City Council Meeting. This included having water wells surveyed in Brewster County.*

## **11. Revision of Community Center Use Policy / Change regarding fee waivers as recommended by external auditor / Discussion and appropriate action**

*Auditor Treva Watson informed that Court that this was a recommendation from the External Auditors. After discussion, the Court was in agreement that a fee waiver go to the County Judge for approval but keeping the fee process as the Court voted on in the past.*

*Commissioner Ortega moved to approve the revision of the Community Center Policy to have the waiver be presented to the County Judge. Commissioner Garrett seconded the motion, and the motion passed unanimously.*

## **12. Matters concerning adoption of 2017 Budget and 2016 Tax Rate**

### **A. 2017 Salaries for Elected Officials**

#### **1. Review of salaries as proposed by Commissioner Court on August 5, 2016, and published notices on August 11, 2016**

*Judge Cano reviewed the salaries for the Elected Officials.*

#### **2. Consider adoption of proposed salaries / Discussion and appropriate action**

*Commissioner Ortega moved to approve the salaries of the Elected Officials for 2017. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

### **B. Other Administrative Matters related to Adoption of Budget and Setting Tax Rate, including notices and other matters**

*Judge Cano reviewed the revised copy of the Timeline for adoption of the Budget and setting the Tax Rate.*

*Commissioner Ortega moved to approve the copy of the timeline for the adoption of the Budget and setting the Tax Rate. Commissioner Novovitch seconded the motion, and the motion passed unanimously.*

*Court recessed at 10:10 A.M.  
Court reconvened at 10:18 AM.*

## **13. Schedule for Adoption of Budget and Tax Rate / Discussion and appropriate action**

*Judge Cano read into record the schedule for the adoption of the Budget and the Tax Rate.*

*Commissioner Ortega moved to adopt the schedule of the Budget and the Tax Rate. Commissioner Pallanez seconded the motion and the motion passed unanimously.*

**14. Presentation by David Quinn, Program Manager for Public Power Pool (P3) / Discussion and appropriate action**

*Judge Cano explained that David Quinn could not make it and rescheduled for a later date.*

**15. Brewster County Employee Handbook – Section 2B-10 and Section 4A-4 are redundant / Consider rescinding Section 4A-4 to avoid confusion / Discussion and appropriate action**

*Commissioner Garrett explained that the County Employee Handbook has a duplication. Section 2B-10 and 4A-4 are the same and suggested to remove the section 4A-4. Judge Cano read the section of the County Employee Handbook into record.*

*Commissioner Garrett moved to remove section 4A-4 from Brewster County Employee Handbook and leave only 2B-10. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

**16. Brewster County Policy Regarding Retiree Health Insurance – Eligibility / E\*employees hired on or after September 1, 2010 through August 31, 2016 and to cease offering retiree health insurance to employees hired after September 1, 2016 / Discussion and appropriate action**

*Judge Cano explained brief history of the Retiree Health Insurance. The Court then discussed and voiced concerns of the Policy at length. It was recommended to change those with the hire date of September 1, 2010 to August 31, 2016 and then to change the Retiree Policy starting from this date forward or January 1, 2017.*

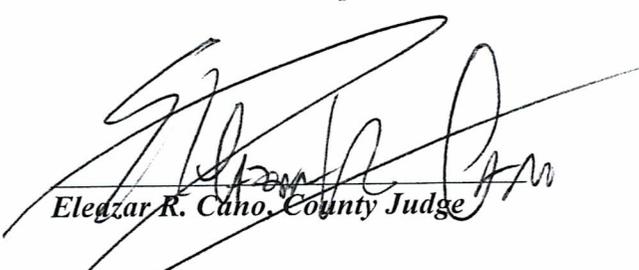
*Commissioner Ortega moved to approve the Brewster County Retiree Health Insurance Policy be changed to indicate any new hires on or after January 1, 2107 will not be eligible for retiree health insurance. Commissioner Novovitch seconded the motion passed unanimously.*

**17. Schedule next Regular Commissioners Court Meeting on September 13, 2016**

*Judge Cano informed the Court that the next Commissioner Court Meeting will be held on September 13, 2016.*

**18. Adjourn**

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

  
Eleazar R. Cano, County Judge

*ATTEST:*

*Berta Ríos-Martínez*  
*Berta Rios-Martinez, County Clerk*