

**REGULAR MEETING OF THE BREWSTER  
COUNTY COMMISSIONERS COURT  
TUESDAY, DECEMBER 13, 2016, AT 9:00A.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>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 comments*

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

*Minutes presented for approval were September 30, 2016, October 11, 2016, October 25, 2016, November 7, 2016, November 18, 2016 and November 22, 2016.*

*Commissioner Garrett moved to approve the minutes for September 30, 2016, October 11, 2016, October 25, 2016, November 7, 2016, November 18, 2016 and November 22, 2016.*

*Commissioner Ortega seconded the motion and the motion passed unanimously.*

**4. Recognitions / Annual Parade of Lights**

**A. Recognize the Brewster County Road & Bridge Crew for their outstanding job in decorating our Brewster County Courthouse**

*Judge Cano and the Court acknowledged Road & Bridge for their work on decorating the Courthouse.*

**B. Special Thank You for donations made for the Christmas Parade**

**1. Tallent Roofing, Inc., donated the use of bucket to help put Christmas lights on the Courthouse Christmas Tree**

*Judge Cano thanked Tallent Roofing, Inc., for the donation of the bucket to put the Christmas lights on the Courthouse Christmas tree.*

**2. George Johnson, Johnson Feed & Western Ware loaning out bales of hay to put in the trailer the county used in the parade**

*Judge Cano offered appreciation to George Johnson of Johnson Feed and Western Wear for the bales of hay used in the parade.*

**3. Leo Dominguez for loaning out the trailer used in the Christmas Parade**

*Judge Cano thanked Leo Dominguez for loaning Brewster County use of his trailer during the Christmas Parade.*

**4. Bill Ivey and Ivey's Emporium for Santa Chair**

*Judge Cano expressed his thanks to Bill Ivey of Ivey's Emporium for donating the Santa Chair.*

**5. Rio Grande Council of Governments / Presentation by John Tabor, EDA AmeriCorps VISTA, on an overview on the West Texas Comprehensive Economic Development Strategy (CEDS) / Discussion Only**

*Jon Tabor of the Rio Grande Council of Government updated the Court on the West Texas Comprehensive Economic Development Strategy.*

**6. Treasurer's Office**

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

*Treasurer Babett Mann reported the General Bills and the Walk-ins.*

*Commissioner Ortega moved to approve the General Bills and Walk-ins as presented. Commissioner Garrett seconded the motion and the motion passed unanimously.*

**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>	

*Treasurer Mann presented Statement of Revenue & Expenses, Receipt Register and Comptroller Transparency Report.*

**C. Brewster County 2008 Series Certificates of Obligation / Discussion Only**

*Auditor Treva Watson reported the options the County had for the Certificates of Obligation and what saving could occur.*

**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 reported that the Purchase Order system is working well but still need all departments to use the process for the audit. Also, the payroll schedule will be going out for 2017.*

**7. Officials' Monthly Reports**

*Commissioner Garrett read the reports for October and November into record.*

*Commissioner Ortega moved to approve Official Monthly Report for October. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

*Commissioner Ortega moved the approve Official Monthly Report for November. Commissioner Pallanez seconded the motion and the motion passed unanimously.*

**8. 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 the work Road and Bridge has been doing since the last meeting.*

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

*Superintendent Causey informed the Court that Road and Bridge Department would be out from December 21, 2016 – January 2, 2017 for the Holidays.*

## **9. Emergency Management Department**

### **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; burn bans, emergency management issues related to public and private insurance coverage, personnel issues related to emergency response, matters related to pending & future Homeland Security & FEMA Grants / Discussion and appropriate action**

*Emergency Coordinator David Lambrix reported update on the Communication Grant as well as an estimate for transmission work on the fire truck. Before the work can go forward the Court will need to approve the transport in the amount of \$650.00 for the work to be done, informed Lambrix.*

*Commissioner Ortega moved to approve the transport of the fire truck to be serviced in the amount of \$650.00. Commissioner Garrett seconded the motion and the motion passed unanimously.*

### **B. Discussion and possible action for the sales & use of fireworks during December & January (Christmas time and New Year's Eve and Day) / Discussion and appropriate action**

*Emergency Coordinator Lambrix suggested an order authorizing the sell of fireworks. This order will be from December 21, 2016 to January 1, 2017 unless otherwise instructed by Texas Fire Service.*

*Commissioner Garrett moved to approve the order to sell certain fireworks during December 21, 2016 through January 1, 2017. Commissioner Ortega seconded the motion and the motion passed unanimously.*

### **C. Review of & proposal to renew Emergency Medical Services Contract with West Texas Ambulance Service for North Brewster County / Discussion and appropriate action**

*Judge Cano provided information of the Emergency Medical Services Contract with West Texas Ambulance Service for North Brewster County.*

*After lengthy discussion and consulting with Mike Scudder the Court would like to see a 3 year contract with review by Steve Houston, County Attorney.*

*Judge Cano suggested after the review to put the contract back on the agenda for discussion.*

**D. Discussion and appropriate action for work of Emergency Management Department to go forward**

*Nothing further to discuss.*

**10. Discuss and consider rejection of construction bid for TXCDBG contract 7215049, Study Butte WSC Water System Improvements Project**

*Jerry Carvajal discussed the bids that were presented for the project and stated that it was extremely high and would like to reject the current bid and submit for re-bids.*

*Commissioner Ortega moved to reject the bid for TXCDBG contract 7215049. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

*Court recessed at 10:58 A.M.*

*Court reconvened at 11:18 A.M.*

*Judge Cano reported the Commissioner Garrett had to leave for an appointment and was no longer present.*

**11. SolarireHolman Solar Project / Presentation and Update by Mr. Matthew Held / Discussion Only**

*Matt Held with Solarire Holman provided an update on the Solar Project.*

**12. Justice of the Peace, Pct. 1 / Discussion on whether to keep Hill Country Software or change to Net Data / Discussion Only**

*Gilbert Valenzuela, JP, Pct. 1 reported that after reviewing what Hill Country and Net Data could do for his office he asked the Court to stay with Hill Country, his current software. Valenzuela stated the keeping Hill Country would save the County \$27, 480.00 annually. Staying with Hill Country would also provide 24/7 payment methods as well as bilingual options. Net Data does not offer this, informed Valenzuela.*

**13. Holiday Schedule for 2017 / Discussion and appropriate action to adopt Holiday Schedule**

*Judge Cano reviewed the Holiday Schedule for 2017. The Court discussed the schedule briefly.*

*Commissioner Ortega moved to approve the Holiday Schedule for 2017. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

**14. Texas Association of Counties / Renewal of CIRA Service Agreement for Email Service**

**Terms / Discussion and appropriate action**

*Julie Morton, County Judge's Assistant, reported that she has been working on updating the County's email addresses and the Renewal of the CIRA Service Agreement for the Emails would be \$2.00 per email address and the County has 35 current email addresses.*

*Commissioner Ortega moved to approve the Texas Association of Counties/Renewal of CIRA Email Service Terms. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

**15. 2017 Brewster County Commissioners Court Meeting Schedule / Discussion and appropriate action to set meeting schedule for 2017**

*Judge Cano reviewed the Commissioner Court Meeting Schedule for 2017. Meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday at 9:00 A.M/, except, April will be the 2<sup>nd</sup> and 3<sup>rd</sup> Tuesday and December will be the 2<sup>nd</sup> Tuesday and 3<sup>rd</sup> Wednesday.*

*Commissioner Ortega moved to approve the 2017 Brewster County Commissioner Court Meeting Schedule. Commissioner Pallanez seconded the motion and the motion passed unanimously.*

**16. District Courtroom Renovation / Discuss with Team M-Boss for ceiling tile work and payment terms & conditions / Discussion and appropriate action**

*Judge Cano informed the court that Team M-Boss is the only company to make the ceiling tiles that will be used to go in the District Courtroom. Judge Cano also stated that the Court needs to decide to pay the full amount of \$10,374.38 or to pay half now and half on delivery.*

*Commissioner Novovitch moved to pay the full amount of the Team M-Boss Estimate in the amount of \$10,374.38. Commissioner Ortega seconded the motion, Commissioner Pallanez voted against the motion, stating he was for paying half of the amount now and half on delivery.*

**17. 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 convened into Executive Session at 12:43 P.M.*

*Reconvene in Open Session at 12:50 P.M.*

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

*Commissioner Ortega moved to approve the recommended names for re-appointment and appointment for Brewster County Tourism Council Board Members. Commissioner Pallanez seconded the motion and the motion passed unanimously.*

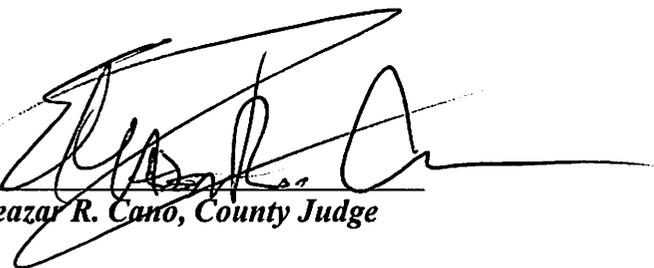
*Please see attached list of Board Members.*

**18. Schedule next Commissioners Court Regular Meeting on December 27, 2016**

*Judge Cano informed the Court of the next Regular Meeting to be held on December 27, 2016.*

**19. Adjourn**

*Commissioner Ortega moved to adjourn. Commissioner Pallanez seconded the motion and the motion passed unanimously.*



*Eleazar R. Cano, County Judge*

**ATTEST:**



*Berta Rios-Martinez, County Clerk*