

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
MONDAY, FEBRUARY 13, 2012, AT 9:00 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
6TH & AVE E
ALPINE, TEXAS**

AGENDA

FILED
At 3:20 o'clock P M
Date 2-9-2012
By BERTA RIOS-MARTINEZ County Clerk, Brewster County, TX
Esther C. Alvarado Deputy

To discuss and take action as appropriate on the following:

1. Invocation and Pledge of Allegiance
2. Minutes / additions / corrections / approval
3. Recognitions/ Welcome Ethan Laird Esparza to Brewster County
4. Treasurer
 - A. General Bills / Discussion and appropriate action
 - B. Texas Association of Counties Risk Management Pool
 1. Discuss & review changes in Auto & General Liability Claim Procedures / Discussion and appropriate action
 2. Payments for Liability and Casualty Coverage / Discussion and appropriate action to utilize quarterly payment options
 - C. Payments for Utilities and billings with discounts for early payment / Discussion and appropriate action concerning procedures for payments
 - D. 2012 February Debt Payments / Discussion and appropriate action to authorize Treasurer to make payments
 - E. Other administrative & procedural matters related to Treasurer's Office / Discussion and appropriate action for work of Treasurer's Office to go forward
5. Officials' Monthly Reports
6. County Clerk / Elections / Update
7. Road & Bridge Department / Community Facilities
 - A. Road & Bridge Superintendent's Report

General updates on maintenance and repairs for all county roads; 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) 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

B. TxDot Border Colonia Access Paving Grant

- 1. Update on any remaining legal issues, construction issues and other matters related to preparing for and beginning last phases of construction in Terlingua Springs and vicinity**
- 2. Report on payments to contractors and professionals / Discussion and appropriate action concerning payment for both Marathon & Study Butte portions of project**
- 3. Discussion and appropriate action to complete Terlingua Springs paving project, including appropriate action regarding Construction and concluding project**

C. Pct 4 / Request for Preliminary approval to take Spring Creek Road & Ridgeline Drive (South Double Diamond & S. Double Diamond Vet's addition) into the County Road System / Discussion and appropriate action

D. New Haul Trailer / Discussion and appropriate action re concluding purchase, including matters necessary to conclude financing for trailer

8. Prairie Crossing Addition / Request for Preliminary Plat approval / Discussion and appropriate action

9. Brewster County 125 Birthday Celebration set for March 30, 2012 / Brewster County Historical Commission / Announce & review plans

10. 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

B. Report on EMC's & EMD's meeting with First Responders re fire season and other issues on January 31, 2012

C. Report on Special Rail Car Hazmat Training on February 11, 2012 / Discussion and appropriate action

D. Criteria for Commissioners Court approval of Homeland Security Grants / Discussion and appropriate action

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

11. County's Tax Collection Law Firm, McCreary, Veselka, Bragg & Allen, P.C. / Request to increase title research fees for tax foreclosure law suits from \$150.00 to \$175.00, at no cost to County / Discussion and appropriate action

12. Tax Sale of February 7, 2012 / Report by Tax Assessor Collector

13. Pending Infrastructure Grant Matters

A. Colonia Construction Fund Application / (2nd Septic Tank Replacement Grant Application for S. Brewster County)

1. Update on Project & Application Process

2. General and administrative matters related to going forward with program including approval of additional applicants, bids & proposals, payments to contractors and professionals & other related matters / Discussion and appropriate action to go forward with grant project

B. Upcoming 2011 / 2012 Texas Department of Rural Affairs Grant Program / Discussion and appropriate action to go forward with grant process (R.O. facility for Study Butte Water Corp.)

1. Consider selection of administration and engineering services providers for TxCDBG Contract No. 711060 Study Butte WSC Water Facilities Improvements Grant / Discussion and appropriate action

2. Consider resolution to designate authorized signatures for TxCDBG Contact No. 711060 Study Butte WSC Water Facilities Improvements Grant / Discussion and appropriate action

- 3. Consider resolution to adopt Section 3 Local Opportunity Plan / Discussion and appropriate action**
- 4. Consider resolution to adopt Excessive Force Resolution / Discussion and appropriate action**
- 5. Other general administrative matters related to this grant / Discussion and appropriate action**

C. General Review & Discussion of matters related to Infrastructure Grants

14. County Facilities / Matters Related to Maintenance and Improvement of County Facilities, Including Offices, Law Enforcement Facilities and Emergency Response Centers, Community Centers, Parks & Recreational Facilities, Grounds, and Parking for the above

- A. General Update**
- B. Courthouse painting project / Update**
- C. Report on Courthouse Lock Replacement Completion**
- D. Refurbishment of Old Library for County Offices ("In house" work only) / Update**
- E. Commissioner Pct. 3 / Report on Fundraiser for Marathon Community Center / Discussion and appropriate action**

15. IT Department Report and Update / Commissioner Pct. II, IT Committee Chair

- A. Update on Off Site Storage of County Electronic data / Discussion and appropriate action**
- B. Infrastructure Projects / Installation & Wiring for Computers / Networking and related issues / Update / Discussion and appropriate action**
- C. Networking / Jail and Law Enforcement Update / Discussion and appropriate action**
- D. County Road Map Project / Update on Digitizing County Road Map / Discussion and appropriate action to conclude this phase of project**
- E. Issues related to replacement of County owned hardware / Discussion and appropriate action**
- F. Hill Country software / General discussion concerning the various Hill Country software packages the County utilizes**

G. Discussion and appropriate action for general work of I.T. Department to go forward

16. Sheriff's Office / Citation 2011 Racial Profile Report / Discussion and appropriate action

17. 2009 Stonegarden Law Enforcement Grant / Upcoming Communications Equipment Purchases / Review & update / Chief Sheriff's Deputy Skelton & Deputy Treasurer Antrim

18. Grants Workshop

A. Review of Policies & Procedures related to grants / Review of outstanding County grants, including infrastructure, Homeland Security, Law Enforcement, HAVA & other grants, terms & conditions of grants, resources required to administer grants & other issues related to State & Federal grants / Discussion

19. Texas Criminal Justice Information System reporting by County Departments and responsibilities of various County Departments for Reporting

A. Statewide update on recent issues with Governors Criminal Justice Division and DPS re reporting by Counties

B. Personnel Executive Session / Duties & Performance of Brewster County Department Head re reporting requirements

1. 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

Reconvene in Open Session

2. Discussion and appropriate action resulting from Executive Session

20. Matters related to County Financial Management, Treasurer's Office & Tax Office

A. Review of new policies re reporting & other matters put in place by Commissioners Court on January 19, 2012

B. Treasurer's Monthly Reports / Discussion and appropriate action

C. Review of 2011 Tax Collections to date / Tax Assessor Collector / Discussion and appropriate action

D. Review 2012 Interest and Sinking February Debt Payments as authorized in agenda item 4-D / Discussion and appropriate action

E. Workshop Session / Further discussion concerning additional financial procedures & policies as recommended by Treasurer, Commissioners or County Judge / Discussion and appropriate action resulting from workshop

21. Personnel Evaluations / County Non Elected Department Heads: IT & Road & Bridge Departments

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

Reconvene in Open Session

B. Discussion and appropriate action resulting from Executive Session

FILED
At 3:20 o'clock PM
Date 2-9-2012
BERTA RIOS-MARTINEZ
County Clerk, Brewster County, TX
By Esther C. Alvarado Deputy