

**REGULAR MEETING OF THE BREWSTER  
COUNTY COMMISSIONERS COURT  
TUESDAY, JANUARY 24, 2017, 9:00A.M.  
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM  
ALPINE, TEXAS**

The meeting was called to order by Judge Cano. A quorum was present. The following Elected Officials were present.

<i>ELEAZAR R. CANO</i>	<i>COUNTY JUDGE</i>
<i>BETSE ESPARZA</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>BERTA RIOS-MARTINEZ</i>	<i>COUNTY CLERK</i>
<i>BETTY JO ROONEY</i>	<i>TAX ASSESSOR/COLLECTOR</i>
<i>TREVA WATSON</i>	<i>COUNTY AUDITOR</i>
<i>BABETT MANN</i>	<i>COUNTY TREASURER</i>

**1. Invocation, Pledge of Allegiance**

Invocation and pledge were led by Judge Cano.

**2. Public Comment**

No public comment

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

No minutes were presented for approval.

**4. Recognitions**

**A. Recognize Big Bend Livestock Show Association, 4-H, F.F.A., and Texas Agri-life Extension Service for show held on January 12<sup>th</sup>, 13<sup>th</sup>, & 14<sup>th</sup>**

Logan Boswell, Agri-Life Extension Agent reported to the Court that the final figures for the stock show were not complete but the auction brought in more than \$250,000, he also stated that was not a record but close.

**B. Recognize Logan Boswell upon his retirement from the Texas Agri-Life Extension Service / Resolution in Honor of Logan Boswell upon his retirement**

Commissioner Ortega moved to accept a Resolution regarding Logan Boswell for his decades of service to the community. Commissioner Esparza seconded the motion, and the motion passed unanimously.

## 5. Treasurer's Office

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

Treasurer Mann reported the general bills and walk-ins. Commissioner Ortega moved to approve the general bills and walk-ins, abstaining from propane invoices. Commissioner Esparza abstained from the Printco invoices. Commissioner Pallanez seconded the motion, and passed unanimously.

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

Cash Receipts & Disbursements	Payroll Reports
Statement of Revenue & Expenses	Check Register
Receipt Register	Grant Reports
Other Financial Reports	
as requested by Commissioners	

Treasurer Mann also reported on Statements of Revenue & Expenses.

### C. New credit card policy / Expenditures from public funds / Discussion and appropriate action

County Auditor Treva Watson reported that a policy for State Credit Cards was forth coming.

### D. Other general administrative & procedural matters related to Treasurer's Office / Discussion and appropriate action for work of Treasurer's Office to go forward

County Treasurer Mann asked the Court for approval to cut some checks for invoices that will be due at the end of the month. Commissioner Ortega moved for Treasurer to cut checks before the 31<sup>st</sup>. Commissioner Esparza seconded the motion; motion passed unanimously.

## 6. Officials' Monthly Reports

Reports were approved at the first Commissioner's Court Meeting.

## 7. 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**

Road and Bridge Superintendent Frenchie Causey reported to the court that his crew has been very busy, trimming trees, checking EMC generators and finishing windows in the District Courtroom.

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

Judge Cano asked Commissioners to be on the lookout in their precincts for road related maintenance projects that needed attention.

**8. Brewster County Auditor**

**A. Presentation of the 2015 Jail Inmate Fund Audit/ Discussion and appropriate action**

County Auditor Treva Watson presented the 2015 Jail Inmate Fund Audit, After discussion, Commissioner Ortega moved to approve the 2015 Jail Inmate Fund Audit. Commissioner Pallanez seconded the motion; motion passed unanimously.

**9. Brewster County Policy Handbook/Commissioner Precinct 1**

**A. Brewster County Policy Handbook/Revision of Section 2A-Employee Payroll Reflecting Commissioners Court Approval (November 22<sup>nd</sup>, 2016) to change from 24 Pay Periods to 26 Pay Periods/Discussion and appropriate action**

Discussion was held on the Policy Handbook about revising Section 2A-Employee Payroll to reflect Commissioners Court approval on November 22<sup>nd</sup>, 2016 to change from 24 pay periods to 26 pay periods. Commissioner Garrett moved to approve the revision of the County Policy Handbook. Commissioner Esparza seconded the motion, motion passed unanimously.

**B. Brewster County Policy Handbook/Revision of 2B-3 Vacation Reflecting Commissioners Court Approval (November 22, 2016) to change from 24 Pay Periods to 26 Pay Periods/Discussion and appropriate action**

Discussion was held on the Policy Handbook about revising 2B-3 Vacation to reflect Commissioner Court approval on November 22, 2016 to change from 24 periods to 26 pay periods. It was noted that on November 22, Commissioner's did not authorize vacation to be accrued.

Commissioner Garrett moved to approve the revision of 2B-3 Vacation reflecting Commissioners Court approval on November 22, 2016. Commissioner Ortega seconded the motion. Commissioner Esparza voted against the motion.

#### **10. Brewster County Tax Office / Update on Passport Services / Discussion and appropriate Action**

Brewster County Tax Assessor/Collector Betty Jo Rooney discontinued passport services for the County effective January 12, 2017. Judge Cano told the Court he had received less than a week's notice of the termination, and expressed concern over the lack of notice given. Commissioner Ortega stated that the Court should have been notified that this was coming.

**Judge Cano called for a recess at 10:19 a.m. and reconvened at open session at 10:35 a.m.**

#### **11. 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 Management Coordinator David Lambrix gave an update on the Sunny Glen evacuation planning efforts.

##### **B Hyper-Reach Emergency Notification System for County Offices/Presentation for Proposed Training/Discussion and appropriate action**

Lambrix told the Court he had scheduled a webinar on February 14, 2017 in The EOC to start at 2:00 p.m.

##### **C. Alpine Volunteer Fire Department Ladder Truck/Authorization for Vehicle to be Towed by Alpine Wrecker Service for Evaluation by Permian Fleet Services, Odessa, TX/Discussion and appropriate action**

After discussion on the AVFD ladder Truck, Commissioner Ortega moved to give authorization for vehicle to be towed by Alpine Wrecker Service for evaluation by Permian Fleet Services in Odessa, Tx. Commissioner Garrett seconded the motion; the motion passed unanimously.

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

**12. Terlingua Fire & EMS / Update by Chief Greg Henington**

This item was tabled.

**13. Grant Related Matters/Officer of the Governor Grant Programs**

**A. Sheriff's Office/ Request to Approve 2018 Justice Assistance Grant Program Operation Border Star Application and Resolution / Discussion and appropriate action**

After a brief discussion from Chief Deputy Ryan Skelton. Commissioner Ortega moved to approve 2018 Justice Assistance Grant Program Operation Border Star Application and Resolution. Commissioner Esparza seconded the motion; and passed unanimously.

**B. Tri County Juvenile Probation/Request to Approve 2018 Juvenile Justice Grant Program Application and Resolution/Discussion and appropriate action**

Erica Blecha with the Tri County Juvenile Probation office presented a request to approve 2018 Juvenile Justice Grant Program application and Resolution. Commissioner Ortega moved to approve the 2018 Juvenile Justice Grant. Commissioner Esparza seconded the motion, and passed unanimously.

**14. Brewster County Tourism Council**

**A. Budget Amendment for Courthouse Restoration Project / Discussion and appropriate action**

Robert Alvarez requested a budget amendment for the Courthouse restoration project in the amount of \$25,000.00. He stated these funds were actually reallocated from last years budget of the funds not used for restoration. Commissioner Ortega moved to approve the budget amendment and Commissioner Esparza seconded the motion, and passed unanimously.

**B. Budget Amendment to increase Tourism Budget for 2017 / Discussion and appropriate action**

After a brief discussion on the Tourism Budget for 2017, Commissioner Esparza moved to approve a budget amendment of \$20,075.00, seconded by Commissioner Ortega, and passed unanimously.

**C. Discussion on future funding needs for courthouse restoration**

Robert Alvarez spoke to their attorneys and informed that the furnishings for the courtroom do not fall under historic restoration preservation.

**D. Report from Director Robert Alvarez Quarterly Report / Update on Tourism Activities**

Alvarez presented the Quarterly Report for Brewster County Tourism Activities.

**15. Contracts for Service with local Non-Profit entities for FY 2017 (Alpine Public Library, Marathon Public Library, The Sunshine House, Family Crisis Center, Frontier CASA, Inc., and The Children's Advocacy Center of the Big Bend) / Discussion and appropriate action concerning contracts for services in 2017**

Judge Cano provided dollar amounts for all non-profit entities for FY 2017. Commissioner Esparza questioned the amount for BBL and BBSA. Commissioner Ortega moved that the contracts be accepted as presented, seconded by Commissioner Pallanez; motion passed by unanimous vote.

**16. Contracts for cleaning/maintenance services for County Facilities / Approval to renew yearly contracts / Discussion and appropriate action**

After a lengthy discussion, Commissioner Ortega moved to amend Jean Sierra's maintenance service to \$550.00 a month. Commissioner Pallanez seconded the motion; the motion passed unanimously. Commissioner Pallanez questioned why Terlingua and Marathon cleaning do not make the same amount? Commissioner Ortega stated that the post park is added to their duties.

**17. Perdue Brandon Fielder Collins & Mott LLP / Discuss and consider Bid for Purchase of Property Held in trust by Alpine I.S.D. / Property Number R17252**

Commissioner Ortega moved to accept the bid for purchase of property held in trust by Alpine I.S.D. Commissioner Esparza seconded the motion; the motion passed unanimously.

**18. Discussion and appropriate action for award of construction bid and contract for TxCDBG Contract No. 7215049, Study Butte WSC Water System Improvements Project**

After a brief discussion, Commissioner Ortega moved to award the construction bid and contract for TxCDBG Contract No. 7215049. Commissioner Pallanez seconded the motion, motion passed unanimously.

**19. Schedule next Commissioners Court Called Meeting on February 7, 2017, at 10:00 A.M., J.W. "Red" Pattillo Community Center, 53633 State Highway 118, Study Butte, Texas**

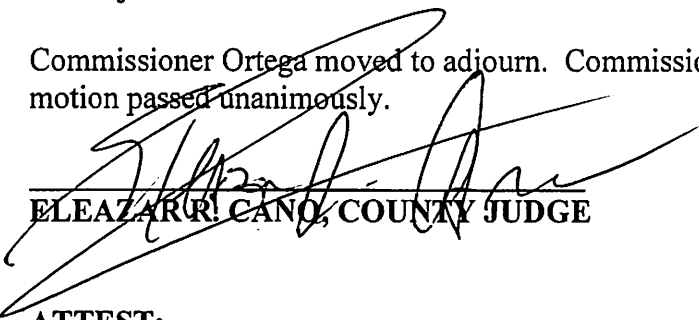
Commissioners scheduled a Called Commissioners meeting on February 7, 2017 at 10:00 a.m., at J. W. "Red" Pattillo Community Center.

**20. Schedule next Commissioners Court Regular Meeting on February 14, 2017**

Judge Cano informed the Court of the next Regular Meeting to be held on February 14, 2017.

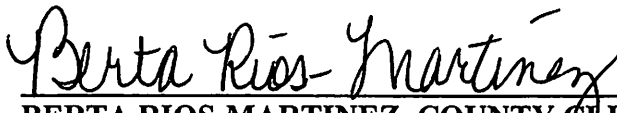
**21. Adjourn**

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