

**PUBLIC NOTICE**

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT  
MONDAY, JANUARY 9, 2012, AT 10:00 A.M.  
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM  
6<sup>TH</sup> & AVE E  
ALPINE, TEXAS**

**AGENDA**

FILED  
At 9:30 AM  
Date 1-4-2012  
*Berta Rios-Martinez*

To discuss and take action as appropriate on the following:

1. Invocation and Pledge of Allegiance
2. Minutes / additions / corrections / approval
3. Presiding Officer's Comments on County Focus for 2012 / Discussion
4. Treasurer
  - A. General Bills / Discussion and appropriate action
  - B. Espy Services / Proposal to review County Telephone billings for incorrect charges, at no cost to County / Discussion and appropriate action
  - C. Other administrative matters related to Treasurer's Office / Discussion and appropriate action for work of Treasurer's Office to go forward  
(Note: Items 19 & 20 also include matters related to Treasurer's Office)
5. Officials' Monthly Reports
6. 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. Digitized County Road Map**

- 1. Review & discussion concerning proposed map & any further recommended changes**
- 2. Discussion and appropriate action concerning adoption of map**

**7. 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. Review of terms of & history of County contracts for Ambulance Service / Discussion**

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

**8. Pending Infrastructure Grant Matters**

**A. Colonia Construction Fund Application / (2<sup>nd</sup> 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. 2009/2010 Texas Department of Rural Affairs Community Grant Program (Study Butte Water Tank Project) / Discussion and appropriate action to close out project**

**C. 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.)**

**9. 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. EOC floor refinishing / Update / Discussion and appropriate action**

**C. Courthouse painting project / Update**

**D. Courthouse Lock Replacement / Update**

**E. Refurbishment of Old Library for County Offices ("In house" work only) / Update**

**10. Sale of County Owned House situated on 400 N. 8<sup>th</sup> Street, (Williams Property / No real estate included / House to be moved off property after purchase) Update / Discussion and appropriate action concerning conducting sale of Property, including terms of sale**

**11. County Clerk / 2012 Elections update**

**12. Salary Grievance Committee / Draw Names of 2012 Citizen Members**

13. **2012 Brewster County Commissioners Court Regular Meeting Schedule / Discussion and appropriate action to set meeting schedule (2<sup>nd</sup> Monday & 4<sup>th</sup> Tuesday, along with additional designated regular meeting dates in September (for adoption of Tax Rate) proposed**
14. **2011 Audit / County Judge's announcement of advertising request for proposals**
15. **Crown Correctional Services Contract for Jail Inmate Telephone Services / Discussion and appropriate action concerning renewing contract, soliciting proposals for this service or other action to continue jail inmate telephone services**
16. **Public Comment**
17. **Personnel Sessions with County Department Heads / Duties, responsibilities & performance of Department Heads related to budgetary matters & management of Departments**

**County Judge  
 County Clerk  
 County Veteran's Office  
 Sheriff & County Jail  
 Emergency Management  
 Road & Bridge Department**

**County Attorney  
 County Treasurer  
 Tax Assessor-Collector  
 Justice of the Peace #1, #2, & #3  
 District Clerk**

- 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 for the above Departments**

**Reconvene in Open Session**

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

18. **Costs of Autopsies / Review of County Attorney's previous presentation concerning when autopsies are required / Discussion and appropriate action**

19. **Hotel/Motel Tax / Request to change administrative fee for Treasurer's Office to 6% of collections / Discussion and appropriate action**
20. **Treasurer / Matters concerning financial procedures for 2012 & 2011 Year End Closeout**
  - A. **Workshop session for review of procedures currently in place and discussion regarding what other new procedures are advisable / Review of 2011 Closeout**
  - B. **Discussion and appropriate action concerning adoption of additional procedures & guidelines for 2012 Financial Management / Discussion and appropriate action concerning 2011 closeout**

**Note: Due to the length of this meeting, Commissioners Court may take one or more recesses.**

9:30  
1-4-2012  
Berta Rios-Martinez