

**REGULAR MEETING OF THE BREWSTER  
COUNTY COMMISSIONERS COURT  
TUESDAY, SEPTEMBER 13, 2016, AT 9:00 A.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>Berta Rios-Martinez</i>	<i>County Clerk</i>
<i>Babett Mann</i>	<i>County Treasurer</i>
<i>Ronny Dodson</i>	<i>County Sheriff</i>

**1. Invocation, Pledge of Allegiance**

*Judge Cano led the Court in an Invocation and the Pledge of Allegiance.*

**2. Public Comment**

*Lori Glover and Richard Hinkle commented on concerns of evacuation route for Sunny Glenn during an emergency and if there was a timeline on the route to be put in place.*

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

*Minutes for August 9, 2016 and August 23, 2016 were presented for approval.*

*Commissioner Garrett moved to approve the minutes for August 9, 2016 and August 23, 2016 with the minor corrections discussed. Commissioner Ortega seconded the motion and the motion passed unanimously.*

**4. Grantworks, Inc.**

**A. Discuss and consider authorizing the submission of a TxCDBG 2017-2018  
Program Year TxCDBG Community Development Fund Application to the  
Texas Department of Agriculture**

*Mary Ellis Smith of Grantworks, Inc. provided a presentation for authorizing the submission of TxCDBG 2017-2018 program for submittal to the Texas Department of Agriculture.*

*No motion*

**B. Discuss and consider authorizing procurement of engineering and administrative services for Brewster County's 2017-2018 TxCDBG Community Development Fund grant application and implementation**

*Commissioner Ortega moved to approve the authorize the submission and administrative services for Brewster County's 2017-2018 TxCDBG Community Development Fund grant application and implementation. Commissioner Pallanez seconded the motion, and the motion passed unanimously.*

*The Court tabled the procurement of engineering.*

**5. 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 of Road and Bridge and asked the Court to approve moving base for Lajitas in exchange for base materials to Brewster County*

*Commissioner Ortega moved to approve base to be moved. Commissioner Garrett seconded the motion and the motion passed unanimously.*

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

*Nothing further to discuss.*

**6. 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

*Nothing reported.*

**C. Announce Emergency Management Coordinator's resignation and discuss hiring process for new Emergency Management Coordinator**

*Judge Cano informed the Court of the resignation of Emergency Management Coordinator, Matt Van Ostrand, and read the resignation letter into record.*

*Commissioner Ortega moved to accept the resignation of Matt Van Ostrand. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

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

*Nothing further to discuss.*

*Court recessed at 10:11 A.M.  
Court reconvened at 10:29 A.M.*

**7. 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 including the walk-ins as presented. Commissioner Novovitch 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 stated that the radio grant has been completed.*

**C. Rescind Policy on Sick Leave Pool from March 3, 2015 / Discussion and appropriate action**

*Commissioner Ortega moved to rescind policy on sick leave pool from March 3, 2015. Commissioner Garrett seconded the motion and the motion passed unanimously.*

**D. Update Policy for Sick Leave Pool / Discussion and appropriate action**

*Commissioner Ortega moved to update the policy for sick leave pool to include immediate family. Commissioner Pallanez seconded the motion and the motion passed unanimously.*

**E. 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.*

**8. Officials' Monthly Reports**

*Commissioner Novovitch read into record.*

*Commissioner Ortega moved to approve the Official's Monthly Report as presented. Commissioner Pallanez seconded the motion and the motion passed unanimously.*

**9. Alpine Housing Authority**

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

*Maria Adams, Executive of Alpine Housing Authority, provided a presentation to waive Payment in Lieu of Taxes.*

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

*Commissioner Ortega moved to waive Payment in Lieu of Taxes (PILT). Commissioner Garrett seconded the motion and the motion passed unanimously.*

**10. County Clerk / Elections**

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

*Commissioner Ortega moved to accept changes to the Election Judges and Alternates for the November 8, 2016 General Election. Commission Pallanez seconded the motion and the motion passed unanimously.*

**B. Consider closing the County Clerk's Office and District Clerk's Office for the November 8, 2016 General Election / Discussion and appropriate action**

*Commissioner Ortega moved to approve the closure of the County Clerk's Office and the District Clerk's Office for the November 8, 2016 General Election. Commissioner Novovitch seconded the motion and the motion passed unanimously.*

**C. Update on early voting hours**

*County Clerk, Berta Rios-Martinez, informed the Court of a petition received to extend the hours of Early Voting for the last week to extend to the hours of 7A.M. to 7 P.M. and to hold Early Voting for the first Saturday of Early Voting.*

**11. FY 2016 – 2017 Regional Solid Waste Awards Program / Approval of Application and Resolution**

*Commissioner Ortega moved to approve the application and resolution of the 2016-2017 Regional Solid Waste Awards Program. Commissioner Garrett seconded the motion and the motion passed unanimously.*

**12. Rio Grande Council of Governments**

**A. Introduction of Omar L. Martinez from the Far West Texas Water Planning Group and Jon M. Tabor from the VISTA Program for Economic Development.**

*Judge Cano introduced Omar L. Martinez and Jon M. Tabor. Mr. Martinez and Mr. Tabor provided a brief background of themselves.*

**B. Discuss Economic Development and Far West Texas Water Planning**

*Mr. Martinez and Mr. Tabor explained and discussed Economic Development and Water Planning to the Court.*

**13. Sheriff's Office**

**A. Discussion of Employee Grant Positions, including HIDTA, LONESTAR and BORDERSTAR Grant Programs**

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

**B. Announcement of the Statement of Grant Award for FY2017 U.S. Department**

**of Justice, Edward Byrne Memorial Justice Assistance Grant Program,  
Operation Borderstar in the amount of \$52,524.12**

*Sheriff Ronny Dodson explained that the Sheriff's Office was awarded the Edward Byrne Memorial Justice Assistance Grant Program FY 2017 in the amount of \$52,524.12.*

**14. County Wellness Program / Wellness Incentive Plan Recommendations for Brewster County 2016-2017 / Discussion and appropriate action**

*Commissioner Pallanez moved to approve incentives for the County Wellness Program. Commissioner Garrett seconded the motion and the motion passed unanimously.*

**15. Veterans Service Officer Vacancy, Interview Applicants for position and consideration Of appointing Veterans Service Officer**

**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 (Conduct Interviews in Executive Session)**

*Court went into executive session at 12:02 P.M.*

*Court Reconvene in Open Session at 12:18 P.M.*

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

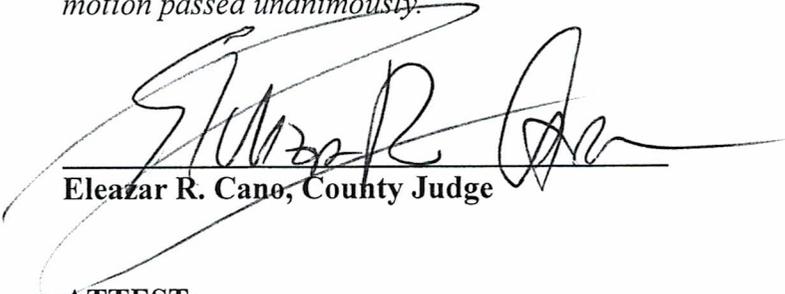
*No Action was taken.*

**16. Schedule next Called Commissioners Court Meeting on September 16, 2016**

*Judge Cano informed the Court that the next court date is September 16, 2016 and is a called meeting.*

**17. 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*  
**Berta Rios-Martinez, County Clerk**