

**REGULAR MEETING OF THE
BREWSTER COUNTY COMMISSIONERS COURT
MONDAY, JANUARY 13, 2014, AT 9:00 A.M.**

Judge Killingsworth called this meeting to order. Officers present are listed as follows:

**KATHY KILLINGSWORTH
ASA "COOKIE" STONE
TOM WILLIAMS
RUBEN ORTEGA
MIKE PALLANEZ
DELLA SHACKELFORD**

**COUNTY JUDGE
COMMISSIONER PCT. 1
COMMISSIONER PCT. 2
COMMISSIONER PCT. 3
COMMISSIONER PCT. 4
COUNTY TREASURER**

1. Invocation, Pledge of Allegiance

Judge Killingsworth led the invocation and Pledge of Allegiance.

2. Minutes / additions / corrections / approval

The minutes from the Dec. 9, Dec. 13 and Dec. 30, 2013, and from the Jan. 2, 2014, meetings were presented for approval.

Commissioner Ortega made a motion to approve the minutes as presented, which was seconded by Commissioner Stone.

Commissioner Pallanez noted that Commissioner Ortega was listed as present on Dec. 30. He was not present and the error will be corrected.

The motion, with the correction, passed unanimously.

3. Recognitions

A. Recognize The Honorable Val Clark Beard upon her retirement from Brewster County Judge / Resolution in Honor of Val Clark Beard upon her retirement / Discussion and appropriate action

Judge Killingsworth asked Judge Beard to come forward.

Judge Killingsworth thanked Judge Beard for her service, and read a resolution in her honor for the record.

Commissioner Ortega made a motion to adopt the resolution, which was seconded by Commissioner Pallanez, and passed unanimously.

Judge Beard was thankful, and said she would always treasure her years with the County.

Commissioner Pallanez said he has only been on board for a year, but that he appreciated her bringing order and good business practices to the Commissioners Court.

B. Recognize Big Bend Livestock Show Association, 4-H, F.F.A., and Texas Agrilife Extension Service

Judge Killingsworth thanked the Ag Extension Office for their service.

Extension Agent Logan Boswell said he appreciates the County's support. He said the youth work for months with their animals, so it is an effort of several members of the community. This year, Presidio County re-joined the sale, and Mr. Boswell said it made it a stronger show and sale. He reviewed the number of exhibitors and animals in the show.

After add-ons, over \$200,000 was raised in the sale, money which goes back to the youth.

Evans Kott reported on the food show, which also included Presidio County this year. There were a total of 49 entries with 16 exhibitors from Brewster County.

4. Treasurer

A. General Bills / Discussion and appropriate action

Treasurer Shackelford said there is one add-on bill from Eva Milan, who worked six hours this weekend to clean up the Courthouse. Commissioners agreed to pay her \$12/hour.

Commissioner Ortega made a motion to approve the bills as presented, which was seconded by Commissioner Williams, and passed unanimously.

Commissioner Ortega, Stone and Pallanez, as well as Judge Killingsworth, abstained from personal bills.

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

Treasurer Shackelford said the normal reports are not being presented, as they are still working to get the accounts up-to-date.

She said the office met with Shaw Skinner and Jim Statczeny on Saturday, and there are several journey entries starting in 2012 which need to be entered. Following a few more entries, they should be able to close the 2013 books on Friday, as well as print checks for the first 2014 bills.

Judge Killingsworth said that the books do show the \$500,000 transfer made last month to cover payroll; however, she said that once tax payments begin, they should be able to move that money back into savings.

***Specified Activity Report
Cash Flow Predictions
Budget Analysis Usage Report
Receipt File Listings
Cash Report
Grant Reports***

***Payroll Reports
Check Register
Transfers
Personnel/Overtime Reports
Other Financial Reports as
Requested by Commissioners***

C. Departmental Line Item Transfers / Discussion and appropriate action

There is one last line item transfer for the District Judge's Office. Commissioner Stone made a motion to approve the transfers, which was seconded by Commissioner Ortega, and passed unanimously.

D. Employee Enrichment Account / Non Departmental / Discussion and appropriate action

Judge Killingsworth said this would be a new account used to pay for any type of employee enrichment, including retirement parties or luncheons, etc.

Commissioner Ortega made a motion to approve the account, which was seconded by Commissioner Williams, and 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

Treasurer Shackelford said several reimbursements from the Stonegarden grant have been submitted. She is waiting on additional information for the HIDTA grant. Hopefully both will be completely caught up in the near future.

5. Officials' Monthly Reports / Discussion and appropriate action

No monthly reports were available.

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

B. Issues related to County Burn Ban / Discussion and appropriate action to renew burn ban

Commissioner Stone made a motion to adopt a burn ban, which was seconded by Commissioner Ortega, and passed unanimously.

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

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

Supt. Frenchie Causey said he and the crew have been checking all of the County facilities, and changing filters, light bulbs, etc., and making sure the generators are working.

He had a request to move a cattle guard on Mills Road, and replace it at another location on the same road.

He has assisted with finding the utility lines in the bridge area on Old Marathon Road.

They helped for a couple of days at the courthouse to do a deep clean, and are doing some wiring in the District Courtroom.

He is working with TxDOT on getting some more milling materials.

Judge Killingsworth thanked the Road & Bridge Department for their help cleaning at the Courthouse.

B. Terlingua CSD Track Construction Cooperative Project

1. Update

Engineer Travis Roberts said a pre-construction meeting will be held Wednesday. After that, they will issue a notice to proceed.

2. Discussion and appropriate action to conclude project

B. Courthouse / Update on cleaning & IT upgrades

Judge Killingsworth said the Courthouse floors are sparkly and clean, and the Road & Bridge Department has been helping a lot. The Courthouse is looking much better.

She said three new computers are needed in the Treasurer's Office and the Judge's Office. Judge Killingsworth said the equipment isn't in the budget, but she is working on the numbers and will bring information back to Commissioners.

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

8. Brewster County Historical Commission / Update / Discussion and appropriate action

Mr. Roberts, the chairman of the Brewster County Historical Commission, explained how the Commission is appointed, as well as the statutes creating the Commission and state-required reporting. He also reviewed activities of the Commission. State funding will be available for Courthouse rehabilitation will be available again this year, but there are many conditions which must be adhered to

which would be very hard for Brewster County to adhere to, due to the annex building.

Mr. Roberts said that, at some point, Commissioners Court should come up with a list of improvements that would adhere to the National Registry.

Judge Killingsworth said the County has quite a bit of debt until 2015, but there are some things that can be done in the meantime. Mr. Roberts said it is always important to remember ADA requirements.

The Executive Director of the Texas Historical Commission toured the Courthouse with Mr. Roberts in August last year.

9. Brewster County Juvenile Probation Department

A. Contract and Agreement for Secure Short-Term Detention of Juvenile Offenders between Brewster County and Tom Green County/ Discussion and appropriate action

Chief Juvenile Probation Officer Jerry Castellano said there are two contracts utilized for short-term detention before Commissioners for approval.

Val Verde County has increased the price to \$95/day. Tom Green County will provide detention services for the same rate.

Commissioner Ortega made a motion to approve use of the facilities in Tom Green and Val Verde counties, which was seconded by Commissioner Williams, and passed unanimously.

Judge Killingsworth that the juvenile probation department for their service.

B. Contract and Agreement for Secure Short-Term Detention of Juvenile Offenders between Brewster County and Val Verde County/ Discuss and review change of daily rate for Val Verde County/ Discussion and appropriate action

This issue was covered in Item A.

10. Texas Border Coalition / 2014 Membership Dues / Discussion and appropriate action

Judge Killingsworth said the annual dues are \$462. The County has been a member of the Coalition for over 10 years.

Commissioner Ortega made a motion to approve the membership dues, which was seconded by Commissioner Pallanez, and passed unanimously.

11. 2014 Salary Grievance Committee / Draw names for Citizen Members of Committee

Commissioner Stone drew names from an envelope, including Martin Willey of Terlingua, and Robert Juan Llanez of Alpine.

The three will be notified by the Clerk's Office to see if they are willing to serve. If somebody is unwilling, another name will be drawn.

Commissioner Ortega made a motion to adjourn, which was seconded by Commissioner Stone, and passed unanimously.

KATHY KILLINGSWORTH, COUNTY JUDGE

ATTEST:

BERTA RIOS- MARTINEZ, COUNTY CLERK