

**REGULAR MEETING OF THE  
BREWSTER COUNTY COMMISSIONERS COURT  
MONDAY, FEBRUARY 10, 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  
RONNY DODSON**

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

**1. Invocation, Pledge of Allegiance**

*Judge Killingsworth led the invocation and the Pledge of Allegiance.*

**2. Minutes / additions / corrections / approval**

*The minutes from the Jan. 28, 2014, meeting were presented for approval.*

*Commissioner Ortega made a motion to approve the minutes, which was seconded by Commissioner Williams, and passed unanimously.*

**3. Treasurer**

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

*Treasurer Shackelford reviewed the general bills. She asked for clarification about what bills Commissioners would like to see.*

*Judge Killingsworth said they need to see any unpaid bills. They would also like to see a summary of everything at the end of each month. Judge Killingsworth suggested sending the same summary to all elected officials.*

*Commissioner Ortega made a motion to approve the general bills, which was seconded by Commissioner Stone, and passed unanimously.*

*Commissioner Williams abstained from 84681.*

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

*Treasurer Shackelford reviewed reports with Commissioners. She said some rather large deposits have made it to the bank, and the I&S account balance is about \$256,000.*

*She said they may be able to move \$500,000 back into TexPool at the end of the month.*

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

***4. Officials' Monthly Reports / Discussion and appropriate action***

*There were no monthly reports submitted for approval.*

***5. Brewster County Employee Handbook/ Employee Compensation/ Possible modification to Employee Payroll Section/ Discussion and appropriate action***

*Treasurer Shackelford said the Sheriff's Office is asking for some changes to their payroll, to 171 total hours and a 28-day pay period. This effects deputies only, not jailers.*

*Commissioner Ortega made a motion to approve the change, which was seconded by Commissioner Williams, and passed unanimously.*

*Commissioner Ortega made a motion to make the change retroactive to Feb. 6, which was seconded by Commissioner Williams, and passed unanimously.*

***6. Sheriff's Office***

***A. Operation Stonegarden Law Enforcement Grant***

***1. Update***

*Chief Deputy Skelton said both the 2012 and 2013 grants have been granted. Equipment, fuel and overtime can be paid for from these grants.*

## **2. Request to purchase budgeted equipment / Vehicles**

*A couple of vehicles have been approved for the 2012 grant.*

*Commissioner Ortega made a motion to approve the purchase of two pickups, as long as they stay within the budget. Commissioner Williams seconded the motion, which passed unanimously.*

*Chief Skelton said the BCSO and Jail would like to switch from HCSS to Southern Software. He said the system is better for their purposes, and will work with CopSync and other systems. The cost will be about \$100,000 for both BCSO and APD.*

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

## **B. The Local Government Purchasing Cooperative Interlocal Participation Agreement / Update on County being a member of Buyboard**

*Chief Skelton said the BCSO is a member in good standing of Buyboard, which does the bidding and legwork for its members.*

## **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 they have started demolition at the bridge on Old Marathon Highway. They are keeping the materials at the yard so they can be re-used. Mr. Causey said the County has a lot of rebar at the yard. Commissioner Stone said to get a couple of bids on it and try to sale the excess.*

*Crews have been checking on the generators at County facilities, as well as changing the filters. They also cleaned at the Post, and are still working on the shower at the shop.*

*Commissioner Ortega said the fish fry in Marathon this weekend grossed \$20,407. He thanked everyone for their contributions. The money will be used for upkeep and maintenance.*

***B. Terlingua CSD Track Construction Cooperative Project***

***1. Update***

*Judge Killingsworth said the cement curbing has been completed.*

***2. Discussion and appropriate action to conclude project***

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

***8. 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*

*EMC Betse Esparza said she is going to El Paso for the FRPPG meeting Thursday.*

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

***9. Request to Close the Brewster County Courthouse & Tax Office on March 4, 2014 for the Primary Election / Discussion and appropriate action***

*Commissioner Ortega made a motion to approve the closure on March 4, which was seconded by Commissioner Stone, and passed unanimously.*

***10. Appointment of Board of Directors of the Brewster County Emergency Services District #1 / Discussion and appropriate action***

*Commissioner Williams recommended the appointment of Cindy Ott-Jones and the re-appointment of Jeanette Hall, Carlos Mendoza, Sharon Clark and Alida Lorio.*

*Commissioner Ortega made a motion to approve the appointments, which was seconded by Commissioner Stone, and passed unanimously.*

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

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***KATHY KILLINGSWORTH, COUNTY JUDGE***

***ATTEST:***

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***BERTA RIOS- MARTINEZ, COUNTY CLERK***