

**REGULAR MEETING OF THE
BREWSTER COUNTY COMMISSIONERS COURT
MONDAY, MAY 12, 2014, AT 9:00 A.M.**

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

KATHY KILLINGSWORTH	COUNTY JUDGE
ASA "COOKIE" STONE	COMMISSIONER PCT. 1
TOM WILLIAMS	COMMISSIONER PCT. 2
RUBEN ORTEGA	COMMISSIONER PCT. 3
MIKE PALLANEZ	COMMISSIONER PCT. 4
JERRY SOTELLO	J.P., PRECINCT 1
RONNY DODSON	SHERIFF
BERTA RIOS-MARTINEZ	COUNTY CLERK
DELLA SHACKELFORD	COUNTY TREASURER

1. Invocation and Pledge of Allegiance

Judge Killingsworth led the invocation and the Pledge of Allegiance.

2. Minutes / corrections / additions / corrections

The minutes from the April 29, 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. Recognitions

A. Recognize County Treasurer completion of Investment Officer Training

Mrs. Shackelford said the training was worth the trip, and she learned a lot. A press release was given to the Avalanche.

B. Recognize John Milan for winning 1st Place in the Menudo Cook-off at the 2014 Cinco de Mayo Celebrations

Mr. Milan won first place in the cook-off. Commissioners congratulated him on the win.

4. Treasurer

A. General Bills / Discussion and appropriate action

Commissioner Ortega asked about a bill for the Pct. 3 Justice of the Peace labeled Sheriff's Office. The description is incorrect, and will be corrected.

Commissioner Pallanez asked about an envelopes purchase from Printco. Treasurer Shackelford said it was a large purchase. He also asked about a Tourism Council invoice for a storage unit. The unit was pre-paid for a year in order to receive three free months.

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

Commissioner Ortega abstained from 85894, and Commissioner Williams abstained from several bills related to himself.

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

Treasurer Shackelford reviewed the reports with Commissioners.

*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. TEXPOOL

1. Resolution Amending Authorized Representatives / Discussion and appropriate action

Treasurer Shackelford said the resolution would add her to the account so that she can take care of any activity. She also added Judge Killingsworth and the auditor as a view-only account.

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

2. Consider and discuss transfer of funds to TexPool Account

Treasurer Shackelford would like to transfer \$350,000 back into the TexPool account.

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

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

5. Officials' Monthly Reports / Discussion and appropriate action

No reports were presented.

6. Presentation from Department of State Health Services, John Hernandez / Consider and discuss Agreement between Health Services Region 9/10 and Brewster County

Mr. Hernandez said the Point of Dispensing site was created by the CDC to stockpile medicine and medical supplies for use in the event of a catastrophic event.

If the community were ever exposed to anthrax, for instance, the goal would be to medicate the community within the first 48 hours after the event. The location should be pre-identified and manageable.

Medication can be given to First Responders before arriving on scene.

Commissioners will review the information and vote on an agreement at a future 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

Supt. Frenchie Causey said the crews have been working on prepping roads. They have had some mechanical issues, and have been dealing with that.

Commissioner Pallanez said the work on Pinon Road is looking very good.

Mr. Causey said they also finished the work in the Treasurer's Office, and got them moved back in.

B. Terlingua CSD Track Construction Cooperative Project

1. Update

Engineer Travis Roberts said he has sent bid packets to 90 West and Kiewit. Jarratt Dirt Work in Fort Davis may be interested. They'll open the bids May 21 at the Terlingua school.

2. Discussion and appropriate action to conclude project

C. Consider Lease Purchase Agreement of Belly Dumping Trailer from Go Lucky, Inc. / Discussion and appropriate action

Mr. Causey said the trailer was leased with an option to purchase. Eight percent of the payment is put toward the cost of the trailer while the other 20 percent is paid to the company in interest. To go ahead and purchase the trailer, would save the 20 percent.

The balance is \$25,900. The money will be paid out of the Road & Bridge budget, and the amount will have to be transferred into the budget at the end of the year.

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

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

8. Pending Infrastructure Grant Matters

A. Texas Block Grant Program/ Texas Department of Agriculture – Office of Rural Affairs (TDA-ORA) / Marathon WSC/ Municipal Water Well/ Contract No. 713049

1. Update on Project

Mr. Roberts reviewed the well construction with Commissioners.

2. Review and Approval of Construction Plans and Bid Documents

Mr. Roberts said he has to send the plans to TCEQ, which could take as long as two months for approval. Once approved, he hopes to have the grant completed by Christmas.

Mr. Roberts said he needs both a drilling permit and a production permit from the Water District.

3. Discussion and appropriate action to go forward with grant program

9. Sheriff's Office / Consider building RV cover/parking space at the South Brewster County Emergency Response Center / Discussion and appropriate action

Sheriff Dodson said he would pay for the covering out of the asset forfeiture account.

Judge Killingsworth suggested that, during the building planning process, to consider the other spaces which are there for emergencies.

Commissioner Ortega made a motion to give preliminary approval for the building of the covered space, based on the design plans. Commissioner Williams seconded the motion, which passed unanimously.

10. 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 the ranking and scoring meeting for Homeland Security funding has been postponed until June.

B. Update / SAA Audit performed May 7th, 2014 / Homeland Security and Stonegarden funding

Mrs. Esparza said the audit went well. The agencies were able to show the auditor all of the equipment he asked for, and it was all appropriately tagged. She said there may be some minor deficiencies in some paperwork. The result of the audit should take about 90 days.

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

11. County Clerk / Elections

A. Update

B. Announce Early Voting/Remote Early Voting Locations

County Clerk Berta Martinez outlined the dates and locations for the May 27 run-off election, including early voting and remote locations.

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

12. Request to close the Brewster County Courthouse Offices housed in the Brewster County Courthouse on May 27, 2014 for the Run-Off Election

Judge Killingsworth said Commissioners need to decide if they would like to let department heads decide whether or not to close their offices. It is the day after a holiday, which would mean the Courthouse would be closed for two straight days, which could be a problem for those who need to do business in the Courthouse.

Treasurer Shackelford noted that Commissioners Court would have to be rescheduled.

Judge Killingsworth said it is also critical to make sure the public is appropriately notified.

Commissioner Ortega made a motion to approve the closure on May 27 due to the election, which was seconded by Commissioner Williams, and passed unanimously.

13. Public Comment

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

KATHY KILLINGSWORTH, COUNTY JUDGE

ATTEST:

BERTA RIOS- MARTINEZ, COUNTY CLERK