

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
WEDNESDAY, JUNE 13, 2018, AT 9:00 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:04 a.m., the following Elected Officials were present:

Eleazar R. Cano	County Judge
Betse Esparza	Commissioner Pct. 1
Hugh Garrett	Commissioner Pct. 2
Ruben Ortega	Commissioner Pct. 3
Mike “Coach” Pallanez	Commissioner Pct. 4
Betty Jo Rooney	County Tax Assessor Collector
Babett Martin	County Treasurer

1. Invocation, Pledge of Allegiance

Invocation and Pledge were led by Judge Cano.

2. Minutes / additions / corrections / approval

Commissioner Esparza moved to approve the Minutes for May 30, 2018 as presented.
Commissioner Garrett seconded the motion; motion passed unanimously.

3. Public Comment – Comments are limited to 5 minutes per person. Pursuant to the Texas Open Meetings Act, the Court is limited in its ability to respond to comments

D. J. Hensley gave an update on the shelter at Marathon.

4. Recognitions & Announcements

A. Recognize Goat Day held on the Brewster County Courthouse Lawn on June 12, 2018

Judge Cano recognized Goat Day held on the Brewster County Courthouse Lawn on June 12, 2018. He also said Goat Day is the only event that happens on any county property courthouse lawn in the state. Judge Cano said as long as he’s in office he will continue to have Goat Day.

B. Recognize Texas Historical Commissions’ 2017 Distinguished Service Award to Brewster County Historical Commission

Judge Cano recognized Travis Roberts, Texas Historical Commissions ‘2017

Distinguished Service Award to Brewster County Historical Commission. Mr. Roberts introduced several members of the Historical Commissions Maleta Bell, Judy Parsons and Andy Cloud. Mr. Roberts gave a presentation on the Texas Historical Commission.

5. Treasurer's Office

A. Financial Reports / Updates, discussion, review and appropriate action concerning the following:

Combined Statement of Revenues & Expenses	Payroll Reports
Check Register	Receipt File Listings
Personnel/Overtime Reports	Cash Reports
Other Financial Report as Requested by Commissioners	Grants Reports

Treasurer Martin said she will have the Financial Reports at the next meeting.

B. Approve Payroll for pay period May 28, 2018 – June 10, 2018 / Discussion and appropriate action

Commissioner Ortega moved to approve payroll for pay period May 28 – June 10, 2018 as presented. Commissioner Esparza seconded the motion; motion passed unanimously.

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

No action.

6. Brewster County Auditor

A. General Bills / Discussion and appropriate action

Paty Saenz presented the General Bills. Commissioner Ortega moved to approve all bills and walk-ins as presented with the exception of one bill for an unapproved expenditure. Commissioner Pallanez seconded the motion; motion passed unanimously.

B. Financial Reports / Updates, discussion, review and appropriate action concerning the following:

Statement of Cash Position	Transfers
Budget Analysis Usage Report	

Treva Watson, County Auditor, gave an update on the Financial Reports.

C. Budget for other funds / Discussion and appropriate action

No action.

D. Changing from calendar year (January 1 to December 31) to fiscal year (October 1 to September 30) for the accrual accounting basis of reporting / Discussion and appropriate action

Commissioner Esparza moved to change from calendar year to fiscal year.
Commissioner Garrett seconded the motion; motion passed unanimously.

E. Open and read bids for (1) One 2018-2019 Truck 4X4/with Trade, Bid No. 2018-02 for sheriff's Office / Discussion and appropriate action / Discussion and appropriate action

No action.

F. Open and read bids for (2) Two New 2018-2019 Patrol Trucks for Brewster County Sheriff's Office, Bid No. 2018-01 / Discussion and appropriate action

Treva Watson, County Auditor, said there was no response on the bids. Commissioner Ortega moved to approve the purchasing of the two vehicles to go forward through the Buy Board process. Commissioner Pallanez seconded the motion; motion passed unanimously.

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

No action.

13. Consider changing Order Regulating Lighting in Brewster County paragraph 3.5 (C) to read:

Airport lighting or communication tower safety lighting required by federal regulation. However, effective June 13, 2018, communication tower safety lighting must use lighting that has the least impact on dark skies and still be in compliance with federal regulations, and communication tower safety lighting is not authorized unless required by federal regulation. / Discussion and appropriate action.

Commissioner Garrett explained the amendment to Order Regulating Lighting in Brewster County paragraph 3.5. Commissioner Garrett moved to amend the Order Regulating Outdoor Lighting in Brewster County paragraph 3.5 C to say as written on agenda. Commissioner Esparza seconded the motion; motion passed unanimously.

11. Perdue Brandon Fielder Collins and Mott, LLP. / Discussion and consider bid for purchase of property held in trust by Alpine ISD

Property Number R21282 \$250.00
Property Number R17623 \$100.00
Property Number R17622 \$100.00
Property Number R16841 \$950.00
Property Number R16293 \$550.00
Property Number R15293 \$600.00
Property Number R14853 \$300.00

Commissioner Garrett said the tax attorneys for AISD said they would provide procedural information before the next bidding process. That information has not been provided to the county. Commissioner Garrett moved to reject the proposed sell of property held in trust by Alpine ISD. Commissioner Ortega seconded the motion; motion passed unanimously.

Court recessed at 10:16 a.m.
Court reconvened at 10:33 a.m.

7. Officials' Monthly Reports

Commissioner Esparza read the Officials' Monthly Reports. Commissioner Ortega moved to approve as read. Commissioner Pallanez seconded the motion; motion passed unanimously.

8. 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; 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, performance and safety); permits for boring or trenching for utilities across County Roads

Frenchie Causey gave an update on the Road & Bridge Department.

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

No action.

9. 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

Stephanie Elmore, Interim Temporary EMC, gave an update on the Emergency Management Department.

B. Recommendation to Restrict Certain Fireworks Sales, prohibiting certain aerial fireworks in unincorporated areas of Brewster County under drought conditions / Discussion and appropriate action

Stephanie Elmore recommended to restrict certain fireworks sales, prohibiting certain aerial fireworks in unincorporated areas of Brewster County under drought conditions. Commissioner Ortega moved to approve certain fireworks in unincorporated areas of Brewster County. Commissioner Esparza seconded the motion; motion passed unanimously.

Stephanie Elmore introduced Cody Garza, an intern with Emergency Management Department. He will work with the department until the end of July.

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

No action.

10. Update on meeting held on June 11, 2018 with Brewster County Groundwater District's Manager Summer Webb and Chair Joan Johnson / Discussion and appropriate action

Judge Cano suggested tabling the item for further information. Commissioner Ortega moved to table agenda item. Commissioner Pallanez seconded the motion; motion passed unanimously.

12. Update on Courthouse Security by Robert Martin, Courthouse Security Officer

Robert Martin, Courthouse Security Officer, gave an update on Courthouse Security.

14. TIPS (The Interlocal Purchasing System) / Discuss entering into a Interlocal Agreement and approving resolution with the Region VIII Education Service Center to utilize TIPS for access to competitively procured purchasing contracts for the County / Discussion and appropriate action

Judge Cano discussed the Interlocal Agreement and approving resolution with the Region VIII Education Service Center to utilize TIPS for access to competitively procured purchasing contracts for the County. Commissioner Esparza moved to approve the resolution to enter an Interlocal Agreement to be part of a TIPS purchasing process. Commissioner Ortega seconded the motion; motion passed unanimously.

Court recessed at 11:43 a.m.

Court reconvened at 1:05 p.m.

RECESS

15. 2019 Budget Process / Discussion concerning process and schedule

A. Presentation from Elected Officials on 2019 Budget request

Betty Jo Rooney, Tax Assessor Collector, requested an increase on equipment lease and software maintenance. She also asked to reconsider increasing the starting salary for two of her employees.

Sheriff Ronny Dodson requested an increase in his budget. He also requested two patrol vehicles. Sheriff Dodson requested a review of his secretary's salary.

JoAnn Salgado requested an increase in Brianna Portillo's salary from \$26,000 to \$30,000. She also requested an increase in office supplies.

Babett Martin, County Treasurer, said Grant Administrators expenses are coming out of her budget currently and would like for it to be in a separate department. She wants the budget to remain the same so that the next Treasurer who comes in can hire a full or part time employee.

Treva Watson, County Auditor, requested an increase in the medical insurance which is increasing six percent. She also requested a decrease in her budget.

Judge Gilbert Valenzuela requested an increase in office supplies and travel expenses.

Susana Gonzales, Justice of the Peace Pct. 3, requested a \$250.00 increase to hire help during Spring Break.

Frenchie Causey, Superintendent of the Road & Bridge Department, requested to hire one more employee for next year. He also requested an increase on fuel.

Judge Cano said other Elected Officials who were not here to present their requests will be able to do so in the next meeting.

B. Review and approve Budget and Tax Rate Planning Calendar / Discussion and appropriate action

Commissioner Ortega moved to approve Budget and Tax Rate Planning Calendar. Commissioner Pallanez seconded the motion; motion passed unanimously.

C. Review Elected Officials Salaries for 2018 – 2019 / Discussion only

No action.

D. Review of Preliminary Budget and Revenue projections / Discussion only

Judge Cano reviewed the Preliminary Budget and Revenue projections.

16. Schedule next Commissioners Court Meeting, June 27, 2018, at 9:00 A.M.

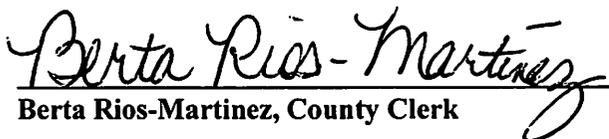
Judge Cano said the next Commissioners Court Meeting will be June 27, 2018 at 9:00 a.m.

17. Adjourn

Commissioner Ortega moved to adjourn. Commissioner Esparza seconded the motion; motion passed unanimously.


Eleazar R. Cano, County Judge

ATTEST:


Berta Rios-Martinez, County Clerk