

**PUBLIC NOTICE**

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT  
WEDNESDAY, JULY 11 AT 9:00 A.M.  
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM  
ALPINE, TEXAS**

**Judge Cano called the meeting to order at 9:01 a.m., the following Elected Officials were present:**

<b>Eleazar R. Cano</b>	<b>County Judge</b>
<b>Betse Esparza</b>	<b>Commissioner Pct. 1</b>
<b>Hugh Garrett</b>	<b>Commissioner Pct. 2</b>
<b>Ruben Ortega</b>	<b>Commissioner Pct. 3</b>
<b>Mike "Coach" Pallanez</b>	<b>Commissioner Pct. 4</b>
<b>Babett Martin</b>	<b>County Treasurer</b>
<b>Berta Rios-Martinez</b>	<b>County Clerk</b>

**1. Invocation, Pledge of Allegiance**

Invocation and Pledge were led by Judge Cano.

**2. Presentation by Erika Nieto, Employer Services Representative from Texas County & District Retirement System / Discussion and appropriate action**

Erika Nieto, Employer Services Representative from Texas County & District Retirement System, gave a presentation on retirement for Brewster County.

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

Commissioner Garrett moved to approve the June 27, 2018 Minutes as presented.  
Commissioner Esparza seconded the motion; motion passed unanimously.

**4. 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**

Lois Leofsky from North Double Diamond voiced her concern to Commissioner Pallanez about water tanks being installed at the highway to get access to the Volunteer Fire Department.

Peggy Hughes also voiced her concerns about having the roads paved at Double Diamond.

**5. Recognitions & Announcements**

Judge Cano announced that Commissioner Pallanez will be attending the COG meeting on behalf of his office next Friday. He also announced that everything went well at the Fourth of

July festival.

**6. Treasurer's Office**

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

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

Treasurer Martin gave an update on the Financial Reports for June.

**B. Approve Payroll for pay period June 25, 2018 – July 8th, 2018 / Discussion and appropriate action**

Treasurer Martin presented the payroll for pay period June 25 – July 8, 2018. Commissioner Ortega moved to approve payroll as presented. Commissioner Pallanez seconded the motion; motion passed unanimously.

**C. Accept donation of \$200.00 from the West Texas National Bank for the Sheriff's Office / Discussion and appropriate action**

Treasurer Martin said she received a letter from the Sheriff and that the donation is not earmarked. Judge Cano said it was used for a Law Enforcement function. Commissioner Ortega moved to accept the donation of \$200.00 from the West Texas National Bank for the Sheriff's office. Commissioner Esparza seconded the motion; motion 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**

No action.

**7. US Department of the Interior / PILT Funds / Matters related to the allocation of County funds for 2018**

**A. Receipt of Payment in Lieu of Taxes (PILT) by County / County Judge and Treasurer**

**1. Request to allocate PILT funds for payments to San Vicente I.S.D. and Terlingua C.S.D.**

Treasurer Martin said she received the PILT funds for payments to San

Vicente I.S.D. and Terlingua CSD. Judge Cano said five percent goes to Terlingua C.S.D. and 10 percent goes to San Vicente I.S.D. Commissioner Garrett moved to allocate 10 percent of the Payment in Lieu of Taxes to San Vicente I.S.D. and five percent of the PILT to Terlingua CSD. Commissioner Esparza seconded the motion; motion passed unanimously.

**2. Discussion and appropriate action**

Judge Cano and Treasurer Martin said the budget is balanced.

**8. Brewster County Auditor**

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

Paty Saenz presented the General Bills. Commissioner Ortega moved to approve bills as presented as well as walk-ins. Commissioner Esparza seconded the motion; motion passed unanimously.

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

**Statement of Cash Position  
Budget Analysis Usage Report**

**Transfers**

Treva Watson, County Auditor, gave an update on the Financial Reports. Treva also mentioned that if employees use a new vendor to please let her office know.

**C. Budget for other funds / Discussion and appropriate action**

No action.

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

No action.

**9. Officials' Monthly Reports**

Berta Rios-Martinez, County Clerk, presented the Officials' Monthly Reports. Commissioner Esparza read the Officials' Monthly Reports into record. Commissioner Ortega moved to approve as read. Commissioner Pallanez seconded the motion; motion passed unanimously.

**10. 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.

Court recessed at 10:30 a.m.

Court reconvened at 10:44 a.m.

**11. 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 and Cody Garza both gave an update on the Emergency Management Department.

**B. Double Diamond Emergency Management Plan / Update on surveys of water tanks and general progress**

Cody Garza gave an update on surveys about water tanks and general progress for Double Diamond Emergency Management Plan.

**C. Discussion and appropriate action for work of Emergency Management**

**Department to go forward**

No action.

**12. Elections Administrator / General Review & Discussion of preparations for the Special Election SD 19 for July 31, 2018 Election**

Lora Nussbaum, Election Administrator, reviewed the preparations for the Special Election SD 19 on July 31, 2018.

**13. Constable Precinct 2 & 3 / Consideration of Order to Declare Dormant Constable Positions / Discussion and appropriate action**

Judge Cano gave a brief review of the Order to declare dormant Constable positions for Precinct 2 & 3. Commissioner Ortega moved to approve the Order to declare Constable Precinct 2 & 3 dormant. Commissioner Esparza seconded the motion; motion passed unanimously. Judge Cano read the Order into record.

**14. County Judge / District and County Law Library books**

**A. Request to declare outdated Law Library books a surplus**

Commissioner Esparza moved to declare outdated Law Library books a surplus. Commissioner Garrett seconded the motion; motion passed unanimously.

**B. Discussion and appropriate action**

No action.

**15. 2019 Budget workshop / Discussion concerning all aspects of County revenues, expenditures and upcoming financial needs for all County departments and other entities funded by the County/Scheduling issues related to adoption of Budget and setting tax rate**

**1. Elected Officials & the County Road & Bridge Department Management / Review of personnel related matters**

**A. Executive Session Pursuant to § 551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee for the following Departments:**

Judge Cano asked the people to step out of the courtroom for Executive Session at 11:40 a.m.

Court reconvened in Open Session at 12:35 p.m.

Reconvene in Open Session

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

No action.

**2. Review proposed Elected Officials Salaries for 2019 / Discussion and appropriate action**

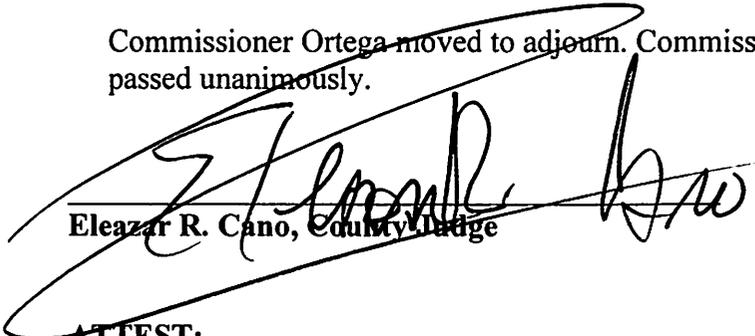
Judge Cano proposed no changes for Elected Officials with except deletion of Constable Precinct 2 & 3. Commissioner Ortega moved to approve. Commissioner Esparza seconded the motion; motion passed unanimously.

**15. Schedule next Commissioners Court Meeting, July 25, 2018, at 9:00 A.M.**

Judge Cano said the next Commissioners Court meeting is July 25, 2018 at 9:00 a.m.

**16. 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