

PUBLIC NOTICE

**SPECIAL MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
WEDNESDAY, OCTOBER 31, 2018, AT 9:00 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:07 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
Babett Martin	County Treasurer

1. Invocation, Pledge of Allegiance

Judge Cano led the Invocation and the Pledge.

2. Minutes / additions / corrections / approval

Commissioner Garrett moved to approve Minutes for October 17, 2018. Commissioner Pallanez seconded the motion; motion passed unanimously.
Commissioner Garrett moved to approve October 24, 2018 Minutes with corrections.
Commissioner Esparza 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

No public comment.

4. Recognitions & Announcements

Judge Cano announced that he and Commissioner Pallanez will be excusing themselves from court to attend Teresa Urquidez funeral services. She is Esther Alvarado’s mother.

6. 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

No action.

**B. Approve Payroll for pay period October 15, 2018 – October 28, 2018 /
Discussion and appropriate action**

Treasurer Martin presented the payroll for pay period October 15 – 28, 2018. She also presented the employer paid benefits for pay period October 15-28, 2018 for check date November 2, 2018 are \$24,283.46 that includes Fica, Medicare, Retirement, Worker's Comp and Unemployment. The total gross wages for this pay period are \$132,994.19 of that \$11,119.77 is overtime, \$8,720.14 is county paid and \$2,399.63 is grant paid overtime and it accounts to 419.25 overtime hours. Commissioner Esparza asked Mrs. Martin how much money was left from the Stonegarden Grant but she was not sure because she had been making some adjustments on the account. Mrs. Martin said she will talk to Julie about it for the next meeting. Commissioner Pallanez voiced his concern on the overtime hours that the Sheriff's Department have. He asked if they were making over \$1,000 on overtime for one month. Mrs. Martin said it was only for a pay period which is two weeks. She said a lot of them have overtime approval sheets if any of the commissioners have any questions on a certain person and what that overtime is. She said they can look at the sheets. She said there are various reasons they are getting called out. Some of them are getting called out for extra patrolling, covering shifts and they just filled their last position that was open so he started on Monday. Judge Cano asked who the person was. Mrs. Martin said it is Devon Portillo which he was not on this list but will be on on the next one. She said he is working at Marathon. Judge Cano said the jail seems to be a little more under control. Mrs. Martin said this pay period is actually higher than normal due to shortage of employees and they just lost three people last month. Judge Cano said he will have to meet with someone from the Sheriff's Office to give an update on the overtime. He said the overtime is as much as their pay and does not want the overtime to increase. Judge Cano said their budget comes out of the school and goes through the county. He said he would like for Tucker Durham, Chief Financial Officer, at AISD to attend the next Commissioners Court Meeting. Commissioner Ortega moved to approve payroll as presented. Commissioner Pallanez 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.

7. Brewster County Auditor

A. General Bills / Discussion and appropriate action

Paty Saenz presented the General Bills. The total for the general fund is \$1,272.71, other funds are \$2,372.23. The grand total is \$3,644.94.

Commissioner Ortega moved to approve general bills. Commissioner Esparza seconded the motion; motion passed unanimously. Commissioner Ortega abstained from Pinnacle Propane.

B. 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.

8. Officials' Monthly Reports

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

9. 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

Commissioner Ortega gave an update on the Road & Bridge Department. Commissioner Ortega said they bladed Summit Road, Ranger Road, Hill Drive Road, Sierra Vista, Vista Land and Sunny Glen. He said in Precinct 1 they weed-eated entrances at Sunny Glen, Mosley Lane, Mosley Loop, Loop Drive and old Marathon highway. Commissioner Ortega said they patched potholes and edges at the Alpine Cemetery, Holy Angels, Sunny Glen area and the roads back towards town in Precinct 1. He said they have bladed roads in North Double Diamond Precinct 4. They bladed at Wild Cherry Road Precinct 2, mowed and weed-eated and painted at parks. Commissioner Ortega said they hauled some gravel on Tuesday and helped him with some work at the post in Marathon.

B. 2018-2019 Budget Amendment for A John Deer Tractor / Discussion and appropriate action

Judge Cano said he was looking at a few budget related items that will be discussing

this morning. Before the meeting, Judge Cano and Treva Watson, County Auditor, visited about some expenditures and discussed where the county is at as far as the 2018 budget. Judge Cano asked Ms. Watson when she anticipate closing the 2018 Budget. Ms. Watson said it will likely be at the end of November because she has not been able to close the books and move forward, but as far as actual funds and fund balances she cannot tell him exactly when that is.

Judge Cano said since we changed from a twelve to nine month budget cycle basically and knowing we have a healthy fund balance, the county is looking at trying to make some purchases.

Commissioner Ortega gave an update on the 1992 John Deer Tractor that the county uses to mow. He said they have done extensive work on the tractor to keep it working. Commissioner Ortega said he looked into leasing a tractor for a month to do all the mowing but the lease was \$5,000 for a month. He said he would rather look into purchasing a sixty horsepower with a cab. Commissioner Ortega said he was hoping to wait for at least a year before purchasing a tractor but that was not the case.

Judge Cano asked Ms. Watson if it was appropriate to move forward with the process of getting some bids for a tractor. Commissioner Ortega said the tractor is on the Buy Board which can be purchased today with approval from the court. Ms. Watson said if it is an emergency she will find the money and vote to make the purchase.

Judge Cano said it is a Kabota Tractor and the total price is \$31,861.56 and that is the Buy Board price and has warranty. The number to the tractor is N6060HFC two wheel drive tractor with hydraulic shutter with cab with a sixty horse power Kabota motor. Commissioner Esparza voiced her concern on the budget on the purchase of the tractor and other expenditures on the agenda. Judge Cano said he feels confident there is enough money to cover the proposed expenses. He did mention not every item is an emergency and if anything the county will put some items on hold until the next budget cycle, but that the county does need a tractor. Commissioner Ortega moved to amend the 2019 budget to account for the Kabota Tractor in the amount of \$31,861.56. Commissioner Esparza seconded the motion; motion passed unanimously.

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

No action.

10. 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 gave an update on the Emergency Management Department. She said she and Al Talavera, District Coordinator from El Paso, are getting a list of all the events up to the end of the year to put in a state-wide Emergency Operation Calendar. Ronny Dodson said the Marathon Fire Department is having some issues with their radios. He said he went to look at them and they are fifty watts and are not digital. He said he checked every truck but the radios did not work. Sheriff Dodson also said there was a slight problem that could have helped but the Marathon repeater was down because the batteries were five years old and they went out. He said because the batteries were five years old and they went out. He said he got some guys from El Paso to quote him on some batteries for the radios. The cost of the batteries would be \$2,470.00 to replace and do the reprogramming. He said the cost for one new radio is \$6,164.40 and it is a digital 100 watt radio. Sheriff Dodson said we have been having trouble with bears chewing the wires. Judge Cano said we will put the radios on the agenda for the next meeting.

Commissioner Ortega voiced his concern for a new generator at the county jail. He said the inspector recommended a 100 kilowatts or 125 kilowatts generator. He said the cost for a new generator would be around \$55,000.00. Commissioner Ortega said he reached out to the COG but has not gotten a returned call from them yet to see if there is any money they can help out with.

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

No action.

**11. Brewster County Groundwater Conservation District / Update by Summer Webb,
General Manager BCGCD**

Summer Webb, General Manager BCGCD, gave an update on the Brewster County Groundwater Conservation District. She thanked the court for finalizing their budget and is happy to say that entire increase that the court gave them went straight to engineering. She hopes that by January with this new change in the fiscal year she should have enough funds to purchase a sounder to start doing well testing. Ms. Webb also mentioned they got the three permits that have been approved before the adoption of the new rules and got them into compliance under their new rules. Her next step is working toward getting everyone else who is using the groundwater to be in compliance and working with the district. Mrs. Webb certainly wants to be friends with everyone and be here for the best interest of the entire county. She asked for the support from the court to help advertise and be in compliance with the groundwater district.

Judge Cano asked Mrs. Webb to come after the holidays and give them an update.

Commissioner Esparza asked Mrs. Webb when she said everyone did she mean the City of Alpine. She asked Mrs. Webb if they had any legislative goals. Mrs. Webb said that the City of Alpine is in compliance under the municipality exemption, which exempts cities and when

the original legislation was formed they did not get them out from under the exemption. She said she reached out to the City of Alpine but has not been able to reach them.

12. Brewster County Agrilife Extension Agent / Presentation by Kloey Painter and Summer Webb, Brewster County Groundwater Conservation District / Update on Agrilife Educational Programs for the School Districts in Brewster County / Discussion and appropriate action

Kloey Painter and Summer Webb both gave an update on Agrilife Educational Programs for the School Districts in Brewster County. Mrs. Painter said she has teamed up with Mrs. Webb to give water education programs in the schools. She said they had an education day at Terlingua for kindergarten through fourth grade. There were over thirty students. Mrs. Webb also gave a brief presentation on the water education program.

Judge Cano fully supported their idea and told them to keep up with the data and numbers because it is a good way of doing something like that at a state level to present to somebody that has funding and maybe making it a pilot program. Kloey Painter said she will present the water education program on Monday, November 5, 2018 at Marathon. It will be from kinder through fifth grade. She said they are going to work with Alpine but we are trying to figure out how since the classes are so much bigger. She plans on doing one grade at a time. Mrs. Painter said she is super excited because the 4-H Club is growing which she had fifty students last year and now she has up to ninety students. She said they have added Alpine Christian School. Mrs. Painter plans on going to Marathon and have a Chicken Clinic for her students. She plans on having a Veterinary Camp with Dr. Zach Dodson for just high school students. Kloey Painter also announced she plans on having a 4-H Showingship Clinic on November 10, 2018 at the Martinez Arena in Fort Davis.

13. Elections Administrator / 2018-2019 Budget Amendment for Election Budget under capital equipment for purchase of scanner / discussion and appropriate action

Commissioner Ortega said the payment for the equipment the county purchased for the Election is not due until October of next year. He wants to make sure they allow the payment for the 2019 budget.

14. Sheriff's Office / 2018-2019 Budget Amendment for Sheriff's Deputy

Judge Cano said they overlooked a position for a deputy during the budget process because there was a vacant position that was not filled. He said they will amend the budget to include a Sheriff's deputy. Ms. Treva Watson, said to keep him under the sheriff's funds because he is driving a sheriff's vehicle and the Sheriff provides his uniform which makes it more appropriate to keep him funded under the Sheriff's budget. Judge Cano and commissioners discussed the 2018-2019 budget amendment to keep as is but need to figure out what is the best way to get the money. Ms. Watson said she transferred \$43,801.00. She said FICA, retirement and the insurance are already budgeted for an extra person, so the insurance is included \$9657.00 for the year. Ms. Watson said the budget amendment would only be \$43,801.00. Commissioner Ortega moved to amend the budget by \$43,801.00 to account for the deputy position. Commissioner Esparza seconded the motion; motion passed

unanimously.

15. Building Facilities Supervisor / Request the purchase of a new truck for the Building Facilities Supervisor / Discussion and appropriate action

Judge Cano gave a brief update on the Building Facilities Supervisor position which is Johnny Valencia. He said Mr. Valencia needs a truck for his job because the one he is using belongs to Road & Bridge Department. Commissioner Ortega said Johnny needs a four wheel drive truck with the kind of job he does and would like to propose to go out for bids to be open on December 1, 2018. He said it would be for a three quarter ton pickup four wheel drive crew cab and a utility bed that has boxes on the side to carry his tools. Judge Cano said the county needs to keep up with the vehicles that the county has. Commissioner Esparza moved to authorize a request for bids for purchase of a new truck for Building Facilities Supervisor with parameters Commissioner Ortega had shared. Commissioner Ortega seconded the motion; motion passed unanimously. Commissioner Garrett suggested to have each department responsible for managing their vehicles and what their expectations are down the road so when the county is doing their budget it can be accounted for.

16. Approve budget for funds 12-89 / Discussion and appropriate action

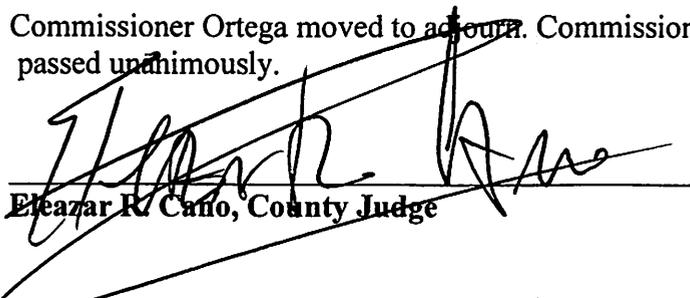
Ms. Treva Watson, County Auditor, requested to approve budget for funds 12-89. She said these are special funds that were added in the budget last year and were added again this year. The funds are County Clerks Record Management, County Attorney PTD fund, Sheriff's LEOSE, Training and Donations fund, the ETP fund, Sheriff's Awarded Account, Abandon Vehicle Account, County Attorney Special Fund, which is a hot check money, JP Tech fund and the Historic Preservation fund. Ms. Watson said she has them and has verified the revenues and the budget that she had created do not exceed revenues that they actually had today. She also said she did not bring the Tourism budget because it had been approved already, as well as the Grant budgets. Ms. Watson said Julie Morton has created those and they are in the budget. Commissioner Garrett asked if all these funds have revenues and expenses going in and out, because he wanted to make sure there is enough funds. He asked if the funds we had discussed in the past were simply saving money and would not be this type of funds. Ms. Watson stated that these funds have always existed but there was never a budget created for them and approved by the court. She said hopefully next year they will be part of the initial budget that is approved and she is actually accessing funds from those already which the court has not approved. Commissioner Ortega moved to approve budget for funds 12-89. Commissioner Garrett seconded the motion; motion passed unanimously.

17. Schedule next Commissioners Court Regular Meetings, November 14, 2018 at 9:00 A.M.

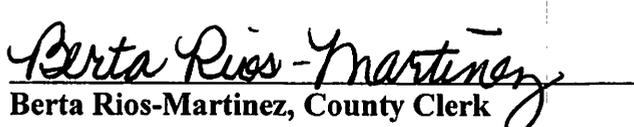
Judge Cano said the next Commissioners Court Regular Meeting will be November 14, 2018 at 9:00 a.m. in Alpine.

18. Adjourn

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


Eleazar R. Caño, County Judge

ATTEST:


Berta Rios-Martinez, County Clerk