

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
WEDNESDAY, DECEMBER 12, 2018, AT 9:00 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:00 a.m., the following Elected Officials were present:

**Eleazar R. Cano
Betse Esparza
Hugh Garrett
Ruben Ortega
Mike "Coach" Pallanez
Babett Martin**

**County Judge
Commissioner Pct. 1
Commissioner Pct. 2
Commissioner Pct. 3
Commissioner Pct. 4
County Treasurer**

1. Invocation, Pledge of Allegiance

Invocation and Pledge were led by Judge Cano.

2. Minutes / additions / corrections / approval

No action.

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 action.

4. Recognitions & Announcements / Announce Brewster County Employee Luncheon on December 21, 2018, at the American Legion from 12:00 P.M. to 1:30 P.M.

Commissioner Ortega said AEP informed him yesterday that the power will be out for Marathon, all of Sierra La Rana and most of Sul Ross for upgrades on the lines between 10:00 a.m. to 12:00 p.m. on Saturday. He asked Ms. Elmore to send out an alert. Judge Cano announced an employee luncheon is scheduled for Dec. 21, 2018, at the American Legion from 11:45 a.m. to 1:00 p.m. He also said the courthouse will be closed on December 24th, 25th and 26th, 2018. Robert Martin gave a brief update on the mailboxes at Double Diamond.

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
Personnel/Overtime Reports
Other Financial Report as Requested
by Commissioners**

**Receipt File Listings
Cash Reports
Grants Reports**

Treasurer Martin presented the Financial Reports.

**B. Approve Payroll for pay period November 26, 2018 – December 9, 2018 /
Discussion and appropriate action**

Treasurer Martin presented the Payroll for pay period November 26 – December 9, 2018. She said employer paid expenses for check date December 14, 2018, are \$24,275.98 including FICA, Medicare, Retirement, Workers Comp and Unemployment. The total gross wages are \$132,932.06. Of that \$5,958.09 is overtime. Treasurer Martin said on overtime she added the Tourism Department because in the past she had it with county, but it is not county funded. She said it is funded by the Tourism Council, which is not much because they do not get overtime all the time but wanted the court to be aware. The county overtime is \$2,192.31, grant overtime is \$3,384.18 and tourism overtime is \$381.60. Commissioner Ortega moved to approve payroll 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**

Judge Cano thanked Treasurer Martin for all the hard work she has done in her office.

6. Brewster County Auditor

A. General Bills / Discussion and appropriate action

Paty Saenz presented the General Bills. The total of general funds is \$154,043.94. Other funds are \$93,207.49 bringing the grand total to \$247,251.43. She had a few utilities totaling \$16,053.97, making the grand total \$263,305.40. Treva Watson, County Auditor, requested approval to pay some people for their travel expenses. Commissioner Ortega moved to approve general bills as presented including walk-ins. Commissioner Pallanez seconded the motion; motion passed unanimously. Commissioner Ortega abstained from Pinnacle Propane. Commissioner Esparza abstained from Printco. Commissioner Ortega moved to give the Auditor Treva Watson permission to pay bills that need to be paid to finish up the month including travel expenses. Commissioner Esparza seconded the motion; motion passed unanimously.

**B. Accept four unit lighting fixtures donated to the Auditor's Office by Jim Crouch /
discussion and appropriate action**

Treva Watson, County Auditor, said Jim Crouch donated four unit lighting fixtures for the auditor's office. She said she spoke to Johnny Valencia and said he has no problem installing them. Commissioner Ortega moved to accept four unit lighting fixtures donated to the auditor's office by Jim Crouch. Commissioner Esparza seconded the motion; motion passed unanimously.

Judge Cano said he will send Jim Crouch a thank you card on behalf of Commissioners Court.

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

Treva Watson, County Auditor, said she submitted the COLA request to TCDRS for the retirees and will be effective January 1, 2019.

7. Officials' Monthly Reports

Commissioner Ortega read the Officials' Financial Reports 1st Report for November 2018. County Clerk \$19,326, Justice of the Peace #1 \$16,766.20, Justice of the Peace #3 for October \$683 for November \$1,349.70. Commissioner Ortega moved to approve as read. Commissioner Esparza 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

Superintendent Causey gave an update on the Road & Bridge Department. Commissioner Garrett said the survey for the property we are trying to purchase for R & B Department will be done at the end of the week. Commissioner Pallanez asked Superintendent Causey about the speed bumps and the signs. Superintendent Causey said he ordered some signs that only says bump. He said as far as he is concerned, if it is alright with the commissioners court, if somebody requests speed bumps he will not be able to do it. Superintendent Causey said it upsets a lot of people. Judge Cano said with the help of R & B and Johnny Valencia he is looking at making the parking lot behind the courthouse available to more spaces.

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 said she will be going to Austin to meet with the Texas Department of Emergency Management to get 2019 planned out. She said she will also talk to BEG at UT Austin and get more information on earthquakes. Ms. Elmore said she has a Web meeting at 1:00 p.m. today on updates from the last TXDOT meeting she attended. She also gave an update on the Emergency Management Department.

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

No action.

10. 2019 Brewster County Commissioners Court Meeting Schedule, tabled from November 28th meeting / Discussion and appropriate action

Judge Cano and the Commissioners reviewed the 2019 Brewster County Commissioners Court Meeting Schedule. Judge Cano said for 2019 we will have Commissioners Court Meetings on January 9th & 23rd, February 6th & 20th, March 6th & 20th, April 3rd & 17th, May 1st, 15th & 29th, June 12th & 26th, July 10th & 24th, August 7th & 21st, September 4th & 18th, October 2nd, 16th and 30th, November 13th & 26th and December 11th. Commissioner Garrett moved to accept the 2019 Commissioners Court Schedule as presented by Judge Cano. Commissioner Ortega seconded the motion; motion passed unanimously.

11. Tourism Council / Update on Appointment of Board Members, approved on November 28, 2018 meeting

Judge Cano gave an update on the Tourism Council on appointment of Board Members

approved on November 28th meeting.

12. Buildings Facilities Supervisor / Open & Read Bids for the purchase of a new truck for the Buildings Facilities Supervisor / Discussion and appropriate action

Judge Cano and the Commissioners discussed the bids for the purchase of a new truck for the Buildings Facilities Supervisor Johnny Valencia. Commissioner Ortega recommended to purchase the Chevrolet because of the service after the sale and is open for discussion. Commissioner Ortega moved to go with the bid from Hoffpauir for \$39,900. Commissioner Esparza seconded the motion; motion passed unanimously.

13. Brewster County Grants Administrator / Request to approve position to be under the umbrella of the county Treasurer for proper oversight and compliance / Discussion and appropriate action

Judge Cano said Julie Morton requested approval for the position to be under the umbrella of the County Treasurer for proper oversight and compliance. Judge Cano and the commissioners discussed the issue. Commissioner Garrett moved to table item #13 pending presence of the new treasurer Julie Morton. Commissioner Ortega seconded the motion; motion passed unanimously.

14. Texas Communities Group, LLC. / Discuss and consider bids for purchase of properties held in trust by Alpine ISD and Big Bend Regional Hospital District / Discussion and appropriate action

Parcel # 16299 - \$717.00
Parcel # 17194 - \$204.00

Commissioner Garrett discussed the bids for purchase of properties held in trust by Alpine ISD and Big Bend Regional Hospital District. Commissioner Garrett said these are the last two properties involved. One is a 10 acre plot Parcel #16299, and a 5 acre plot Parcel #17194. The public was notified and our requirements were met and these were the winning bids. Commissioner Garrett moved to approve the bid of \$717 for parcel #16299 by W. Ned Allen. Commissioner Esparza seconded the motion; motion passed unanimously. Commissioner Garrett moved to approve the bid of \$204 for parcel #17194 by Henry Tarango. Commissioner Esparza seconded the motion; motion passed unanimously.

15. Brewster County Elections Administrator / Request for approval of the purchase of 10 Poll Pad and included software and accessories for future elections / Discussion and appropriate action

Lora Nussbaum, Elections Administrator, requested approval to purchase 10 poll pads including the software and accessories for future elections. Commissioner Ortega moved to approve the purchase of 10 poll pads including the software and accessories. Commissioner Pallanez seconded the motion; motion passed unanimously. Mrs. Nussbaum said she is going to another training the second week of January that is for Texas Association of Election

Administrators. She also said she had an inspector on Election Day from the Secretary of State who visited every polling place, which made her a little nervous, but they passed. Mrs. Nussbaum said out of an 8 page report there was only 2 things they got dinged on. She said the inspector was there for 2 to 3 hours in each poll place, which made the workers nervous. Mrs. Nussbaum said she will notify the workers for a job well done.

16. Schedule next Commissioners Court Regular Meeting as approved on item number 10 / Discussion and appropriate action

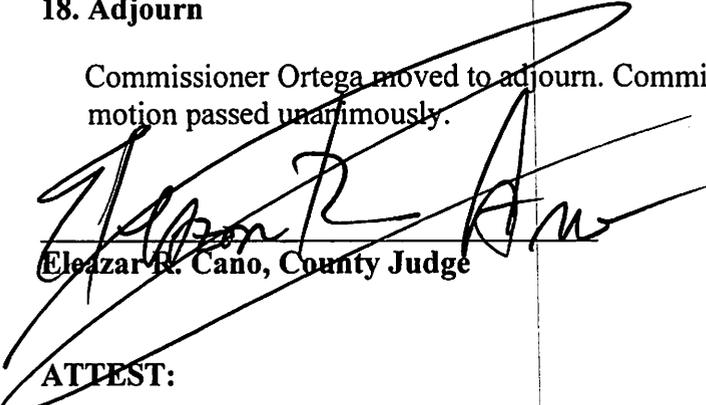
Judge Cano said our next meeting is scheduled for January 9, 2019 at 9:00 a.m. Commissioner Ortega moved to approve the date. Commissioner Esparza seconded the motion; motion passed unanimously.

17. Schedule next Special Commissioners Court Meeting on January 1, 2019, Swearing In of Elected Officials

Judge Cano said we will be doing the Swearing In of Elected Officials on January 1, 2019 at 10:00 a.m.

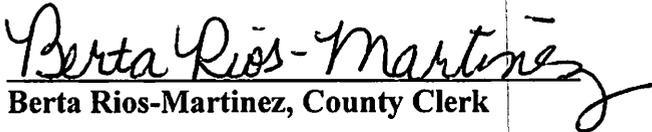
18. Adjourn

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



Eleazar R. Cano, County Judge

ATTEST:



Berta Rios-Martinez, County Clerk