

**PUBLIC NOTICE**

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT  
WEDNESDAY, JUNE 12, 2019, 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: Commissioner Ortega was absent. He was attending a conference in San Antonio, TX.**

**Eleazar R. Cano  
Betse Esparza  
Sara Allen Colando  
Mike "Coach" Pallanez  
Julie Morton  
Berta Rios-Martinez**

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

**1. Invocation, Pledge of Allegiance**

Invocation and Pledge were led by Judge Cano.

**2. Minutes / additions / corrections / approval**

Commissioner Colando moved to approve the Minutes for May 15, 2019 and May 29, 2019. Commissioner Pallanez 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**

Judge Burr voiced his concern about the proposed South County Clinic. He said they need to start the process before PCHS loses the grants and use the money for something else. Judge Burr asked the court to keep pushing Mr. Hudson and hopes this happen despite the Hospital District board.

**4. Recognitions & Announcements**

Judge Cano announced Commissioner Ortega is in San Antonio attending a Conference.

**6. Consideration of Order for Disbursement of Salaries / Discussion and appropriate action**

Julie Morton, County Treasurer, presented the Order for Disbursement of Salaries. She said the Order is an approval for the disbursement of payroll salaries each pay period. Treasurer Morton stated that S.B. 354 authorizes the disbursement of salaries and routine office expenses in counties under 190,000 population without specific approval by commissioners

court. Commissioner Esparza moved to approve the Order for Disbursement of Salaries. Commissioner Colando seconded the motion; motion passed unanimously.

## **5. Treasurer's Office**

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

**Combined Statement of Revenues & Expenses  
Check Register  
Personnel/Overtime Reports  
Other Financial Report as Requested  
by Commissioners**

**Payroll Reports  
Receipt File Listings  
Cash Reports  
Grants Reports**

Treasurer Morton presented the Financial Reports.

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

Treasurer Morton said last week she was in San Antonio and attended the Investment Academy. She said she got the required amount of hours to be the official Investment Officer for the county. Treasurer Morton recommended that commissioners attend the Investment Academy because it is educational.

## **7. Brewster County Auditor**

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

Paty Saenz presented the General Bills for June 1<sup>st</sup> through June 12<sup>th</sup>, 2019. Commissioner Pallanez moved to approve bills as presented. Commissioner Esparza seconded the motion; motion passed unanimously.

### **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**

Berta Rios-Martinez, County Clerk, presented the Officials' Monthly Reports. Commissioner Pallanez read the Officials' Monthly Reports into record. Commissioner Esparza moved to approve as read. Commissioner Pallanez 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**

Judge Cano gave an update on the Road & Bridge Department on behalf of Superintendent Causey.

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

No action.

**10. Community Facilities Report**

**A. General Report**

Judge Cano gave a brief report on the Community Facilities on behalf of Johnny Valencia.

**B. Discussion and appropriate action for general work of Community Facilities to go forward**

No action.

**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 gave a report 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 and prohibit certain aerial fireworks in unincorporated areas of Brewster County under drought conditions. Judge Cano read the Order into record. Commissioner Esparza moved to approve the Order as read. Commissioner Pallanez seconded the motion; motion passed unanimously. Stephanie Elmore said the burn ban is lifted.

**C. National Flood Insurance Program / Designate Stephanie N. Elmore as the Brewster County Flood Plain Administrator / Discussion and appropriate action**

Stephanie N. Elmore gave a brief report on what the Flood Administrator does to help the county. Ms. Elmore said there is a class in Dallas to get certified and you have to have thirty credit hours a year to keep up with your certification. She also said you have to take a four hour exam after you go to a week long school and each year you have to take an exam to keep up your certification. Commissioner Pallanez moved to designate Ms. Elmore as the official Brewster County Flood Plain Administrator. Commissioner Colando seconded the motion; motion passed unanimously.

**1. Adopt Resolution that FEMA requires for the National Flood Insurance Program / Discussion and appropriate action**

Judge Cano read the Resolution into record. Commissioner Esparza moved to adopt Resolution as read. Commissioner Colando seconded the motion; motion passed unanimously.

**2. Adopt Development Permit Application that FEMA requires for the National Flood Insurance Program / Discussion and appropriate action**

No action.

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

Judge Cano announced starting in October the EMC position will be a full-time position.

**12. Matters related to Interlocal Agreements / Request to ratify Interlocal Agreement with Pecos County acting as fiscal agent for Brewster County for 83<sup>rd</sup> Judicial District Budget / Discussion and appropriate action**

Judge Cano and Treva Watson, County Auditor, discussed the Interlocal Agreements.

Commissioner Esparza moved to approve the Interlocal Agreement 2019 with Pecos County acting as fiscal agent for Brewster County for 83<sup>rd</sup> Judicial District Budget. Commissioner Pallanez seconded the motion; motion passed unanimously.

Court recessed at 10:42 a.m.

Court reconvened at 10:53 a.m.

**13. 2020 Budget Workshop (2<sup>nd</sup> 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**

**A. Review of preliminary budget and revenue projections / Discussion Only**

Judge Cano asked Susan Bentley to give a brief update on where we are at as far as our calendar of scheduled events. Ms. Bentley said we are on track. She said there are no changes but she did get all the worksheets in. Ms. Bentley said they will be presented next week on June 19<sup>th</sup>, 2019 and those that are not presented or cannot do their presentation next week in the Special Meeting are scheduled for the 26<sup>th</sup> at the regular meeting. Judge Cano said after visiting with Betty Jo Rooney, Tax Assessor Collector, on Monday afternoon our revenues are going to increase overall by about \$600,000 compared to last year. He mentioned our budget is growing as far as revenue. He said a good amount of that is due to new homes being built in the county. Judge Cano said the Appraised value has increased, sales tax increased, and vehicle registration increased. He said his main concern this year is human resources taking care of the county employees.

Julie Morton, County Treasurer, presented a draft on the employees salaries and years of service in the county for the budget workshop.

**B. Review of budget request forms from Department Heads & Elected Officials / Discussion Only**

No action.

**C. Review of Elected Officials salaries for 2019-2020 / Discussion Only**

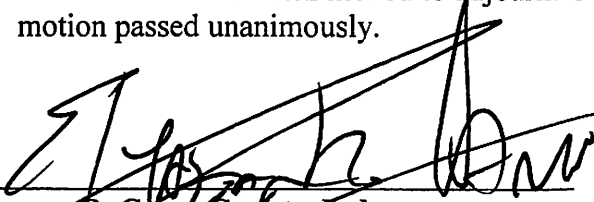
No action.

**14. Schedule next Commissioners Court Special Meeting on June 19, 2019, at 9:00 A.M. (Budget Presentations by Elected Officials & Department Heads) & Schedule next Commissioners Court Regular Meeting on June 26, 2019, at 9:00 A.M.**

Judge Cano said the next Commissioners Court Special Meeting is June 19, 2019 at 9:00 a.m. and the next Commissioners Court Regular Meeting is June 26, 2019 at 9:00 a.m.

**15. Adjourn**

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

  
\_\_\_\_\_  
Eleazar R. Cano, County Judge

ATTEST:

  
\_\_\_\_\_  
Berta Rios-Martinez, County Clerk