

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
WEDNESDAY, JULY 24, 2019, AT 9:00 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:02 a.m., the following Elected Officials were present:

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

**County Judge
Commissioner Pct. 1
Commissioner Pct. 2
Commissioner Pct. 3
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 Ortega moved to approve Minutes for June 12, 2019. Commissioner Pallanez seconded the motion; motion passed unanimously.

Commissioner Ortega moved to approve Minutes for June 19, 2019. Commissioner Colando seconded the motion; motion passed unanimously.

Commissioner Ortega moved to approve Minutes for June 26, 2019. Commissioner Colando 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 he and Judge Steele traveled to Georgetown last week to attend a Mental Health Conference. He said there are a lot of mental issues the jail needs to comply with. He would like to keep up to date and do some coordination with Sul Ross and possibly UTEP out of El Paso to do some internship programs and bring some people to the jail to help with the issue. Judge Cano also announced he will be traveling to El Paso tomorrow to attend a few meetings.

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 for June 2019. Commissioner Colando moved to approve the Treasurer's report as presented. Commissioner Ortega seconded the motion; motion passed unanimously.

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 presented the 2nd Quarter Investment Report for April through June 2019. She asked the court if they knew what the Dedicated Funds were for. Treasurer Morton said she will do some research and present it at the next meeting and the court can decide. Commissioner Ortega moved to approve with the date corrected on the report. Commissioner Pallanez seconded the motion; motion passed unanimously. Commissioner Esparza questioned the Treasurer on the ETP fund and the balance on the fund. Treasurer Morton said everything is paid except for the two sheriff's vehicles. She stated the Sheriff decided to purchase two Tahoes instead of the Ram trucks due to backorder. Judge Cano asked Treasurer Morton to create a spreadsheet on how the money was spent that was granted by the ETP. He wants to know how far we stretched the money. Treasurer Morton said she resubmitted a revised total to the Office of the Governor for the Zuzu Verk Trial and they notified her yesterday they will accept the revisions and will adjust the amount of the additional money the county was short. She said they will reimburse the county \$120,000 for the expenses of the case.

6. US Department of the Interior / PILT Funds / Matters related to the allocation of County funds for 2019

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

1. Request to allocate 2019 PILT funds for payments to San Vicente I.S.D. (10%) and Terlingua C.S.D. (5%)

Treasurer Morton said she recently received the PILT payment from the Department of the Interior for Big Bend National Park. She requested to allocate 2019 PILT funds for payments to San Vicente I.S.D. and Terlingua C.S.D. Commissioner Esparza moved to approve the Treasurer's request. Commissioner Ortega seconded the motion; motion passed unanimously.

2. Approve County Treasurer's recommendation to create new account in Texas Class for the County's portion of the 2019 PILT Funds / Discussion and appropriate action

Treasurer Morton recommended to create a new account in Texas Class for the County's portion of the 2019 PILT Funds. Commissioner Ortega moved to approve recommendation made by Treasurer Morton. Commissioner Pallanez seconded the motion; motion passed unanimously.

7. Jail Infrastructure Fund / Approve recommendation from County Treasurer to transfer funds received for the Hail Damage Insurance Claim estimate of damages for the Jail Roof in to Texas Class under the Jail Infrastructure Fund / Discussion and appropriate action

Treasurer Morton recommended to transfer funds received for the Hail Damage Insurance Claim for the Jail Roof into Texas Class under the Jail Infrastructure Fund. Commissioner Esparza moved to transfer the money as stated by Treasurer Morton. Commissioner Ortega seconded the motion; motion passed unanimously.

8. Brewster County Auditor

A. General Bills / Discussion and appropriate action

Paty Saenz presented the General Bills. Commissioner Ortega moved to approve the bills as presented. Commissioner Pallanez 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

Treva Watson, County Auditor, said she needs approval to designate Julie Morton, County Treasurer, in TexPool, as an authorized participant to deposit funds as necessary. She said she will be an active participant but will not transfer funds. Commissioner Ortega moved to approve the change in the signature for TexPool account. Commissioner Esparza seconded the motion; motion passed unanimously.

9. Officials' Monthly Reports

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

Commissioner Ortega gave an update on the Road & Bridge Department.

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

No action.

11. Texas Association of Counties / Mark Zollitsch, County Wellness Consultant / Presentation on the 2019-2020 Brewster County Wellness Incentive Program / Discussion and appropriate action

Mark Zollitsch, County Wellness Consultant, gave a presentation on the 2019-2020 Brewster County Wellness Incentive Program.

Court recessed at 10:30 a.m.

Court reconvened at 10:46 a.m.

12. Elections Administrator / Proposed Elections Judges & Alternates for the September 1, 2019 to August 31, 2020 Elections / Discussion and appropriate action

Lora Nussbaum, Elections Administrator, presented the proposed Elections Judges & Alternates for the September 1, 2019 to August 31, 2020. Commissioner Ortega moved to approve as presented. Commissioner Esparza seconded the motion; motion passed unanimously.

14. 2020 Census / Presentation by Roque A. Aguon, Jr., Partnership Specialist, Dallas Regional Census Center/Field Division/Denver Region, U.S. Census Bureau

Roque A. Aguon, Jr., Partnership Specialist U.S. Census Bureau, gave a presentation on the 2020 Census.

13. Brewster County Sheriff's Office / Review and approve Proposal by Total Office Solution of West Texas for Xerox – AltaLink C8045 Color MFP 45/45 ppm printer / Discussion and appropriate action

Judy Stokes reviewed the Brewster County Sheriff's Office proposal. Commissioner Esparza

moved to approve the 60 month lease option plus prints for \$150.85 per month. Commissioner Ortega seconded the motion; motion passed unanimously.

15. US 67 Corridor Master Plan Updates / Presentation by Chris Weber, Alpine Area Engineer, Texas Department of Transportation, and Ramon Carrasco & Vicky Carrasco (Kleinman Consultants, with TxDot US 67 Study Team)

No action.

16. Community Facilities Report

A. General Report

Judge Cano gave a 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.

17. 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.

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

No action.

18. Approval for the Brewster County Auditor to go out for Bids for repair work for Gazebo, Annex Building & Road & Bridge Building / Discussion and appropriate Action

Judge Cano and the commissioners discussed the approval for Brewster County Auditor to go out for bids for repair work for the Gazebo, Annex Building & Road & Bridge

Department. Judge Cano said the agenda item will be on the next Commissioners Court Meeting.

19. Gibson Ruddock Patterson LLC (GRP) / Approve Engagement Letter for the Audit of the year ended September 30, 2019 for Brewster County / Discussion and appropriate action

Commissioner Ortega moved to approve Gibson Ruddock Patterson LLC, engagement letter for the Audit of the year ended September 30, 2019 for Brewster County. Commissioner Pallanez seconded the motion; motion passed unanimously.

20. County Judge / Update on FORMA Presentation given on July 10, 2019 / Discussion and appropriate action

Judge Cano gave an update on the FORMA presentation given on July 10, 2019. Commissioner Pallanez moved to approve FORMA for a one year contract. Commissioner Ortega seconded the motion; motion passed 4-1. Commissioner Esparza opposed.

21. 2020 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. 2020 Budget Policies and Pay Grade Scale for County Employees / Discussion and appropriate action

Judge Cano and commissioners discussed the 2020 Budget Policies and Pay Grade Scale for County Employees. Commissioner Ortega moved to table the item. Commissioner Pallanez seconded the motion; motion passed unanimously.

B. Review of Employee Salaries / Discussion and appropriate action

Commissioner Ortega moved to table agenda item. Commissioner Pallanez seconded the motion; motion passed unanimously.

C. Review of preliminary budget and revenue projections / Discussion and appropriate action

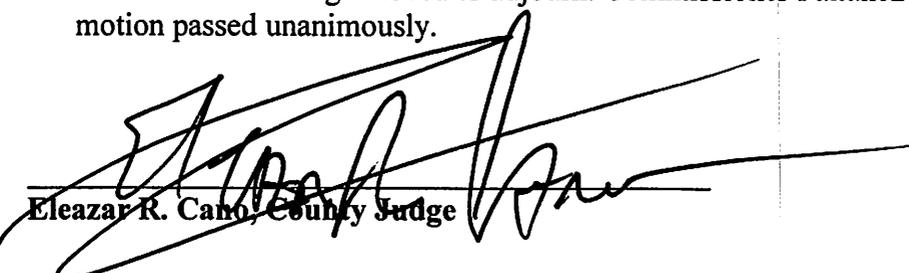
Commissioner Ortega moved to table agenda item. Commissioner Pallanez seconded the motion; motion passed unanimously.

22. Schedule next Special Commissioners Court Meeting on July 29, 2019 at 9:00 A.M. & Schedule next Commissioners Court Regular Meeting on August 7, 2019, at 9:00 A.M.

Judge Cano announced the next Special Commissioners Court Meeting will be July 29, 2019 at 9:00 a.m. and the next Commissioners Court Regular Meeting will be August 7, 2019 at 9:00 a.m.

23. 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