

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
WEDNESDAY, MARCH 25, 2020 AT 9:30 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:32 a.m., the following Elected Officials were present: Commissioner Colando was absent. Commissioner Ortega was running late and arrived at 9:35 a.m.

**Eleazar R. Cano
Betse Esparza
Ruben Ortega
Mike "Coach" Pallanez**

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

1. Invocation and 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

Dr. Escovar gave an update on the COVID-19.

4. Recognitions & Announcements / Update on Coronavirus (COVID-19) / Discussion and appropriate action

Judge Cano said he would like to consider extending Sections 13 and 14 on the Declaration for 10 more days until April 12, 2020. Commissioner Esparza moved to extend until April 12, 2020. Commissioner Pallanez seconded the motion; motion passed unanimously.

Sheriff Dodson gave a brief update on the Declaration that was issued on March 23, 2020 for Brewster County.

5. Road & Bridge Department

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 a brief 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.

6. Community Facilities Report

A. General Report

Commissioner Ortega gave a brief update 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.

7. 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 Reports as Requested by Commissioners	Grants Reports

No action.

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

Patty Roach, County Auditor, presented a couple of policies on behalf of Julie

Morton, County Treasurer, to address to the court. Auditor Roach said the first policy she would like for the court to adopt is a mandatory direct deposit policy for payroll for every employee. Auditor Roach said there are still some who require checks and the policy would become official with the April 17th payroll. If the employees have not set up then Treasurer Morton will mail the checks to the employees local address until they get their direct deposit set up. Commissioner Pallanez moved to approve the mandatory direct deposit policy. Commissioner Esparza seconded the motion; Commissioners discussed and disagreed with enforcing the mandatory direct deposit policy; motion failed for lack of votes.

Auditor Roach presented a policy from the Federal Government that was passed on compensation benefits. She said an Emergency Paid Leave Policy is an extension to the Family Medical Leave Act. Commissioner Esparza moved to approve the Emergency Paid Leave Policy; Commissioner Pallanez seconded the motion; motion passed unanimously.

Commissioner Esparza moved to approve the Family Medical Leave Act Policy; Commissioner Pallanez seconded the motion; motion passed unanimously.

8. Officials' Monthly Reports

No action.

9. Brewster County Auditor

A. General Bills / Discussion and appropriate action

Patty Roach, County Auditor, presented the General bills. Commissioner Esparza moved to approve general bills. Commissioner Pallanez seconded the motion; motion passed unanimously.

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

Budget Amendments

Other Financial Reports as Requested by Commissioners

Line Item Transfers

Auditor Roach presented a couple of line item transfers. She said Road & Bridge would like to transfer \$5,000 from Road Materials to Tires and Tubes, which should cover the cost for the remainder of the fiscal year. Elections Administration would like to transfer \$400 from Capital Equipment to License Fees to cover software costs. Commissioner Pallanez moved to approve the line item transfers as presented. Commissioner Esparza seconded the motion; motion passed unanimously.

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

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

No action.

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

No action.

11. Elections Administrator / Approval of Contracts for Services and Fee Schedule for City of Alpine / Discussion and appropriate action

Lora Nussbaum, Elections Administrator, requested approval of Contracts for Services and Fee Schedule for City of Alpine. Commissioner Ortega moved to approve the Contracts for Services and Fee Schedule for City of Alpine. Commissioner Esparza seconded the motion; motion passed unanimously.

12. Criminal Justice Information System (CJIS) Reporting

A. Update

Judge Cano gave an update on the Criminal Justice Information System Report.

B. Discussion and appropriate action

No action.

13. Brewster County Security / Update on Courthouse Front Doors & Emergency Locking Mechanisms/ Discussion and appropriate action

Judge Cano gave an update on the Courthouse front doors & Emergency Locking Mechanisms. Commissioner Ortega moved to approve the expense to come out from the Historic Preservation for the two security doors on the east and west sides of the building.

Commissioner Pallanez seconded the motion; motion passed 4 to 1. Commissioner Esparza opposed.

14. Salary Grievance Committee / Re-Select 2020 Citizen Members Committee previously approved on January 22, 2020

Commissioner Ortega drew Tiburcio Garcia Jr. and Jill Oswalt Goodwin for the 2020 Citizen Members Committee previously approved on January 22, 2020 for the Salary Grievance Committee. Commissioner Ortega moved to accept the two names as read into the record to be part of the Citizens Members Committee/ Grievance Committee. Commissioner Pallanez seconded the motion; motion passed unanimously.

15. Schedule next Special Commissioners Court Meeting on April 1, 2020 at 10:00 A.M., Marathon Community Center, Marathon, Texas

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

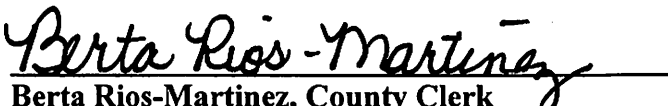
16. Adjourn

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



Eleazar R. Cano, County Judge

ATTEST:



Berta Rios-Martinez, County Clerk