**BREWSTER COUNTY**

**COMMISSIONERS COURT**

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**JIM WESTERMANN SARA COLANDO** Commissioner, Pct.1Commissioner, Pct. 2

**RUBEN ORTEGA MO MORROW**

Commissioner, Pct. 3Commissioner, Pct.4

**GREG P. HENINGTON**

Brewster County Judge

**Regular Commissioners Meeting:** October 10, 2023, at 9:30 A.M.

**Brewster County Courthouse, Commissioners Courtroom**

**201 W. Ave. E Alpine, Texas 79830**

**AGENDA**

**1. Call to Order – Judge Greg P. Henington**

Judge Heningtion called the meeting to order at 9:30 a.m.; the following Elected Officials were present:

Greg Henington County Judge

Jim Westermann Commissioner Pct. 1

Sara Allen Colando Commissioner Pct. 2

Ruben Ortega Commissioner Pct. 3

William “Mo” Morrow Commissioner Pct. 4

Sarah Vasquez County Clerk

**2. Invocation**

Invocation by Commissioner Morrow.

**3. Pledge of Allegiance**

The Pledge of Allegiance and Texas Pledge were led by Judge Henington.

**4. Review, discuss and take necessary action to approve previous meeting minutes**

Commissioner Ortega moved to table minutes due to the minutes not on Google Drive for review. Commissioner Morrow seconded the motion; motion passed 5-0. Sarah Vasquez, County Clerk, uploaded the minutes.

**5. Public Comment—Comments are limited to 5 minutes per person. Members of the public are also welcome to participate in public comment by calling 432-244-6663.**

None.

**6. Recognition & Announcements**

None.

**7. Update on new Brewster County Website / Commissioner S. Colando / Discussion only**

Commissioner Colando is still awaiting the first mockup.

**8. County Judge Report – for informational purposes only / no action required**

Judge Henington gave an update. Judge Henington has put Brewster County in a Local Emergency for 7 days due to Well #2 going down in South County. Pallets of water will be transported to Terlingua Fire Station. Road and Bridge are waiting for the pipe delivery that is hard to get.

**9. Review, discuss and take possible action to re-allocate ARPA funds to Brewster County payroll for the period of October 1, 2022 – May 1, 2023**

Judge Henington moved to accept the resolution for ARPA funds to be applied to payroll. Commissioner Ortega seconded the motion; motion passed 5-0.

1. **Review of ARPA project list and take possible action to revise or update**

Judge Henington presented a new proposed allocation of $50,000 to help Alpine ISD Child Development Center. Judge Henington also presented a proposal to turn the basement of the Tax Office (Old Post Office) into a facility to store all county files. Judge Henington moved to approve the additions mentioned to the project list. Commissioner Morrow seconded the motion; motion passed 5-0.

**10. Review, discuss and take possible action to engage Patty Roach as a contractor for the purposes of completing the Brewster County 2021 external audit**

1. **Authorization requested to name the County Judge as the representative from the county authorized to provide instructions to Patty Roach**

Judge Henington presented the contract with Patty Roach for assistance with external audits. Commissioner Ortega moved to approve the contract as presented. Commissioner Colando seconded the motion; motion passed 5-0.

1. **Authorization for the County Judge to execute an engagement letter for contracted services**

**11. Review, discuss and take possible action regarding the District Court Jury plan for 2024**

Commissioner Ortega moved to approve the District Court Jury Plan as presented. Commissioner Morrow seconded the motion; motion passed 5-0.

**4. Review, discuss and take necessary action to approve previous meeting minutes**

Judge Henington took Item 4 from the table. Commissioner Morrow moved to approve the minutes of September 26, 2023 as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**12. Review, discuss and take possible action regarding FY 2024 Grant Request with Texas Indigent Defense Commission**

1. **Approval for County Judge to execute resolution and documents related to the 2024 TIDC Grant**

Judge Henington presented the FY24 Grant Request with TIDC. Grant is based on the number of cases and the number of completed cases. Judge Henington moved to approve the FY24 Grant Request with the Texas Indigent Defense Commission as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**13. Elections Department**

**Review, discuss and take appropriate action on Election Services Agreement between the Lajitas Utility District No. 1 and Brewster County Election Administrator**

Lora Nussbaum, Elections Administrator, presented the Election Services Agreement between Lajitas Utility District No. 1 and Brewster County Elections Administrator. Commissioner Ortega moved to approve as presented. Commissioner Morrow seconded the motion; motion passed 5-0.

**14. Review, discuss and take appropriate action for Resolution Regional Solid Waste Management Allocation Program**

Commissioner Ortega presented the Resolution for Regional Solid Waste Management Allocation. Commissioner Ortega moved to approve the resolution as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**15. Road & Bridge Department**

**Superintendent’s Report**

Commissioner Ortega presented the Road and Bridge Department report on behalf of Superintendent Frenchie Causey.

**Review, discuss and take appropriate action for general work / permits / contract of Road & Bridge Department**

None.

**16. Emergency Management Department**

**General Report – Emergency Management Coordinator**

Judge Henington presented an update on Emergency Management on behalf of EMC Stephanie Elmore.

**Review, discuss and take appropriate action on Brewster County Burn Ban**

Commissioner Ortega moved to approve the Burn Ban Order. Commissioner Morrow seconded the motion; motion passed 5-0.

**17. Treasurer’s Office**

1. **Financial Reports / Updates**

No reports.

1. **Discussion, review, and appropriate action related to financial reports, administration, and policies**

None.

**18. Brewster County Auditor**

1. **General Bills / Discussion and appropriate action regarding to**
2. **Budget Amendments**
3. **Line-Item Adjustments**

Assistant Auditor, Paty Saenz, presented the general bills. Commissioner Ortega moved to approve bills as presented. Commissioner Westerman seconded the motion; motion passed 5-0. Commissioner Ortega abstained from Pinnacle Propane. Commissioner Westermann abstained from Branding West.

Assistant Auditor Saenz presented the line item adjustments. Commissioner Ortega moved to approve as presented. Commissioner Morrow seconded the motion; motion passed 5-0.

**B. Financial Reports / Updates**

None.

**C**. **Discussion, review, and appropriate action related to financial administration and policies**

None.

**19. Review, discuss and take possible action regarding propane contract for Brewster County**

1. **Authorization for the County Judge to execute contract**

Ortega recused himself from the agenda item and stepped out of the courtroom. Judge Henington presented a contract with Pinnacle Propane with the price per gallon set at $2.15 for one year. Commissioner Morrow moved to approve the contract as presented. Commissioner Westermann seconded the motion; motion passed 4-0.

**20. Review, discuss and take possible action regarding occupancy status and lease payment requirements for Far West Texas Public Defenders Office**

Commissioner Ortega moved to approve January 1, 2024, as the start of lease payments for office space currently occupied by the Public Defenders Office. Commissioner Morrow seconded the motion; motion passed 5-0.

**21. Brewster County Tourism**

1. **Report from Robert Alvarez, Executive Director:**

**General update, travel shows, marketing, finances, visitation status, project reports and issues**

Robert Alvarez, Executive Director, was absent due to the State Fair.

1. **Discussion, review and take possible action for Brewster County Tourism to go forward**

None.

**22. Schedule next Regular Commissioners Court Meeting on October 24, 2023, at 9:30 A.M.**

Judge Henington announced the next Commissioners Court Meeting on October 24, 2023, at 9:30 AM. Commissioner Ortega informed the court that he will be absent on October 24.

**23. Adjourn**

Commissioner Ortega moved to adjourn. Commissioner Colando seconded the motion; motion passed

5-0. Meeting adjourned at 10:23 AM.

**If necessary, following any closed or executive meeting the Commissioners Court will convene in open session to take any final action, decision, or vote on any matter deliberated in closed meeting which has properly been noticed in compliance with Chapter 551 Government Code of Texas.**

**If, during the course of the meeting covered by the notice, the Commissioners Court needs to meet in executive session, then such closed or executive meeting or session, pursuant to Chapter 551, Government Code of Texas, will be held by the Commissioners Court on the date, hour, and place given in the notice or as soon after the commencement of the meeting covered by this notice as the Court may conveniently meet in such closed or executive meeting or session convening and concerning any and all subjects and for any and all purposes permitted by Chapter 551 of said Government Code.**

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**Greg P. Henington**

**Brewster County Judge**

**ATTEST:**

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**Sarah Vasquez,**

**Brewster County Clerk**