**PUBLIC NOTICE**

**MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT**

**TUESDAY, JANUARY 24, 2023, AT 9:30 A.M.**

**BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM**

**201 W AVE E**

**ALPINE, TEXAS**

Judge Henington 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

Katrina Muñoz, Deputy Clerk, sat in on behalf of Sarah Vasquez, County Clerk.

**Members of the public who are not able to participate in person, are encouraged to watch the meetings live online, at www.brewstercountytx.com or Brewster County, Texas (County's Facebook page). Members of the public are also encouraged to participate in public comment by calling telephone number 432-244-6663. This temporary suspension will leave important Open Meetings Act (Section 551.043, Texas Government Code) protections in place.**

**AGENDA**

**1. Invocation, Pledge of Allegiance**

Invocation and Pledges were led by Judge Henington.

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

Commissioner Ortega moved to approve the minutes for January 10, 2023. Commissioner Colando seconded the motion; motion passed 5-0.

**3. Public Comment - Comments are limited to 5 minutes per person. Pursuant to the Texas Open Meetings Act, the Court may be limited in its ability to respond to comments.**

Mike Latta, on the behalf of the residents of Los Ranchos, requested to have the roadway dedicated to Brewster County and it be added as an item on the agenda for a future Commissioners Court meeting.

**4. Recognition & Announcements**

None.

**5. General Reports**

**- Emergency Management Department**

Stephanie Elmore, Emergency Management Coordinator, presented the General Report for the Emergency Management Department. She also announced that she and Commissioner Westermann would be attending the CORE-EX program on February 15, 2023 at the Alpine Civic Center.

**- Road and Bridge Department**

Superintendent Frenchie Causey presented the Road and Bridge Department general report. Superintendent Causey presented a Boring/Trenching Permit application from Big Bend Telephone Company to bore/trench across Marathon Rd on the Terlingua Ranch. Commissioner Colando moved to approve the permit. Commissioner Ortega seconded the motion; motion passed 5-0.

**- Community Facilities Report**

Judge Hennington read the Community Facilities Report on behalf of Johnny Valencia.

**- Texas A&M AgriLife Extension Agent Report**

Luke Hendryx presented the Texas A&M AgriLife Extension Agent Report

**- 2020 County Audit update**

See Treasurer’s agenda item 6B below.

**6. 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 Report as Requested Grant Reports**

**by Commissioners**

Julie Morton, County Treasurer, provided a list of the current grants and award funds as requested by Judge Hennington.

**B. 2020 County Audit update/ Discussion only**

Treasurer Morton and Judge Henington presented the Audit Tracker checklist, provided by Gibson Ruddock Patterson LLC to acquire the missing documents and files needed to complete the 2020 audit. Judge Hennington announced the list is currently being worked on to get the audit completed.

**C. Consider Quarterly Investment Report for October-December 2022 / Discussion and appropriate action**

Treasurer Morton presented and read the Quarterly investment report. Commissioner Colando moved to approve the Quarterly Investment Report as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**D. Consider selecting a vendor for Short-Term Rental (STR) Inventory, Registration, Compliance and Analytic Services / Discussion and appropriate action**

Treasurer Morton presented the scores for the candidates, Granicus and GovOS, as vendors for Short-Term Rental (STR) Inventory, Registration, Compliance and Analytic Services. The committee recommended using GovOS as the provider. Commissioner Morrow moved to award the RFP for Short-Term Rental Services to GovOS contingent upon successful contract negotiation. Commissioner Ortega seconded the motion; motion passed 5-0.

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

**7. Brewster County Auditor**

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

**Budget Amendments Line-Item**

Patty Roach, County Auditor, presented Line Item Transfers. Commissioner Colando moved to approve as presented. Commissioner Westermann seconded the motion; motion passed 5-0.

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

**Other Financial Reports as Requested by Commissioner's**

Patty Roach, County Auditor, presented the General Bills and walk-ins. Commissioner Ortega moved to approve the general bills and walk-ins as presented. Commissioner Colando seconded the motion; motion passed 5-0. Commissioner Ortega abstained from Pinnacle Propane. Commissioner Westermann abstained from Branding West.

**12. Big Bend Library, Presentation by Terlingua CSD and Big Bend Citizens Alliance proposing changes to the existing contract for services / Discussion and appropriate action**

Reagan Reed, Superintendent of Terlingua CSD, presented an amended contract for services between Brewster County and Big Bend Library. Commissioner Colando moved to approve the amended contract as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**15. Lee King President and Walter Kuykendall Program Manager of Emergent Air to present EMS Service quarterly reports / Discussion and appropriate action**

Walter Kuykendall, Program Manager of Emergent Air, presented the quarterly report. Judge Henington announced Emergent Air is willing to place an ambulance in Marathon for faster response to its residents.

**16. Victor Uvalle TAC Risk Management Consultant to present TAC RMP Risk Control Services/ Discussion and appropriate action**

Victor Uvalle, TAC Risk Management Consultant,introduced himself to the newest members of the Commissioner Court and presented the Risk Management handout.

**8. Salary Grievance Committee / Select 2022-2023 Citizen Members / Discussion and appropriate action**

Katrina Muñoz, Deputy Clerk, presented Judge Henington with a sealed envelope containing the names of the candidates for the selection of the Salary Grievance Committee. Judge Henington randomly selected Lester Daniel Jonathan, Tomas Vega, & Stanley Grisham Jr.

**9. Review and discuss Meetings of the County Commissioner Court, Conduct and Decorum rules of procedure/ Discussion and appropriate action**

Judge Henington presented the updated Conduct and Decorum rules of procedure to the County Commissioners Court. Commissioner Ortega moved to adopt the rules as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**10. American Rescue Plan Act (ARPA) funds to assist the Marathon Volunteer Fire Department to purchase generator/ Discussion and appropriate action**

Judge Henington presented an estimated cost of about $13,000 for a 26kW generator. No action; dependent on receiving more quotes.

**11. County Judge / County Law Library Books, Request to declare outdated Law Library books as surplus/ Discussion and appropriate action.**

Judge Henington announced the current Law Library is being cleaned out to make space. No action.

**13. Aaron Rodriguez, Velocerus Technologies Solutions Update on Brewster County IT/ Discussion and appropriate action**

Aaron Rodriguez, Velocerus Technologies Solutions, presented work completed for 2022 and updates on projects that need to be completed moving forward.

**14. Brewster County Tourism**

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

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

Judge Henington read the Tourism Report on behalf of Robert Alvarez.

**B. Discussion and appropriate action for general work/ Contracts for Brewster County Tourism go forward**

Auditor Roach presented a contract for three months of advertising in Texas Monthly magazine. Commissioner Ortega moved to approve the contract as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**17. Big Bend Library, Presentation by Terlingua CSD and Big Bend Citizens Alliance proposing changes to the existing contract for services / Discussion and appropriate action**

Accidental duplication of item #12; skipped.

**5. General Report**

**- Official Monthly Reports**

Commissioner Ortega read the Official Monthly Report and moved to approve as read. Commissioner Colando seconded the motion; motion passed 5-0.

**18. Schedule next Commissioners Court Meeting on February 14, 2023 at 9:30 am.**

Judge Henington announced the next Commissioners Court Meeting on February 14, 2023, at 9:30 A.M.

**19. Adjourn**

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

passed 5-0. Meeting adjourned at 10:46 a.m.

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**Gregory Henington, County Judge**

**ATTEST:**

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**Sarah Vasquez, County Clerk**