**PUBLIC NOTICE**

**MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT**

**TUESDAY, DECEMBER 13, 2022, AT 9:30 A.M.**

**BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM**

 **201 W AVE E**

**ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:35 a.m.; the following Elected Officials were present:

Eleazar R. Cano County Judge

Jim Westermann Commissioner Pct. 1

Sara Allen Colando Commissioner Pct. 2

Ruben Ortega Commissioner Pct. 3

Mike “Coach” Pallanez Commissioner Pct. 4

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 432-538-2028. 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 Pledge were led by Judge Cano. Commissioner Westermann led the Pledge of Allegiance to the Texas Flag.

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

Commissioner Ortega moved to approve the minutes for November 22, 2022. 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 is limited in its ability to respond to comments.**

No comments.

**4. Recognitions & Announcements -**

Commissioner Pallanez recognized Road and Bridge and Johnny Valencia for the positive public comments on the decorated courthouse.

Judge Cano and all Commissioners recognized Lora Nussbaum, Election Administrator, on her outstanding hard work and outstanding service with the elections.

Commissioner Pallanez announced that he and Commissioner Westerman had attended a training session in Fort Stockton.

**5. 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, prohibiting fireworks, emergency management issues related to public and private insurance coverage, personnel issues related to emergency response, matters related to pending & future Homeland Security, FEMA Grant & updates on Coronavirus (COVID-19) / Discussion and appropriate action**

Stephanie Elmore, Emergency Management Coordinator, presented the General Report for the Emergency

Management Department. She presented the Order Prohibiting Certain Fireworks. Commissioner Ortega moved to approve the order as presented. Commissioner Colando seconded the motion; motion passed 5-0. She reminded the public that a Burn Ban is currently in effect, and anyone planning a large burn should contact the Sheriff’s office.

**6. 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**

Superintendent Frenchie Causey presented the Road and Bridge Department general report.

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

**7. Community Facilities Report**

**A. General Report**

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

**8. 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**

No reports.

**B. Consider Brewster County Authorization to issue proposals for administrative services (RFP) and requests for qualifications (RFQ) for engineering services for the 2023-2024 Texas Community Development Block Grant Program funds administered by the Texas Department of Agriculture/ Discussion and appropriate action**

Julie Morton, County Treasurer, presented the proposals for administrative services (RFP) & requests for qualifications (RFQ) for engineering services. Mary Alice Smith, GrantWorks, presented information on the Community Development Block Grant Program. Commissioner Ortega moved to approve the RFP & RFQ for engineering services as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**C. Consider creating a permanent part time position for the Elections Administration Department/ Discussion and appropriate action**

Treasurer Morton presented Ms. Nussbaum’s request to create a permanent part time position to assist in the Elections Administration office. Commissioner Ortega moved to approve the creation of a permanent part time position for the Elections Administration Department. Commissioner Colando seconded the motion; motion passed 5-0.

**9. Brewster County Auditor**

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

**Budget Amendments Line-Item Transfers**

**Other Financial Reports as Requested by Commissioners**

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 Westermann seconded the motion; motion passed 5-0. Commissioner Ortega abstained from Pinnacle Propane. Commissioner Westermann abstained from Branding West.

Auditor Roach presented a budget amendment for the FY2021 HIDTA-LONESTAR grant. Commissioner Ortega moved to approve as presented. Commissioner Colando seconded the motion; motion passed 5-0.

Auditor Roach presented a budget amendment for the ARPA, American Rescue Plan Act. Commissioner Ortega moved to approve as presented. Commissioner Colando seconded the motion; motion passed 5-0.

Auditor Roach presented a budget amendment for the Pretrial Diversion (PTD) fund budget. Commissioner Colando moved to approve as presented. Commissioner Pallanez seconded the motion; motion passed 5-0.

Auditor Roach presented Line Item Transfers. Judge Cano moved to approve as presented. Commissioner Westermann seconded the motion; motion passed 5-0.

**B. Other Financial Reports as Requested by Commissioners / Discussion and appropriate action for work of Auditor's Office to go forward**

None.

**10. Brewster County Tourism**

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

**General update, travel shows, marketing, finances, visitation status, project Reports, personnel issues, (vacancies, new hires, and performance)**

Judge Cano presented the Brewster County Tourism general report on behalf of Robert Alvarez, Executive Director. Commissioner Westermann announced the next Brewster County Tourism Council meeting will be on February 7, 2023.

**B. Discussion and appropriate action for general work, contracts, and agreements for Brewster County Tourism to go forward**

None.

**11. Texas A&M Agrilife Extension Agent Report /presentation from Luke Hendryx / Discussion only**

Commissioner Ortega presented the Texas A&M AgriLife Extension Agent Report on behalf of Luke Hendryx.

**12. Matt Blackman to discuss concern of Brewster County Roads, North of Terlingua / Discussion and appropriate action**

Matt Blackman, real estate agent, was absent. Superintendent Causey presented his conversation with Mr. Blackmann stating Mr. Blackman believes it is the County’s responsibility to upkeep the road which accesses property he is trying to sell. Superintendent Causey stated the road is private property. Within the 20 years of his experience, the county has not maintained the road in question.

**13. Officials' Monthly Reports**

Commissioner Westermann read the Official’s Monthly Report. Commissioner Ortega moved to approve the report as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**14. Schedule next Commissioners Court Meeting on December 27, 2022, 9:30 A.M.**

Judge Cano announced the next Commissioners Court Meeting on December 27, 2022, at 9:30 A.M.

**15. Adjourn**

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

passed 5-0. Meeting adjourned at 11:16 a.m.

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**Eleazar R. Cano, County Judge**

**ATTEST:**

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**Sarah Vasquez, County Clerk**