

**PUBLIC NOTICE**  
**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT**  
**TUESDAY, OCTOBER 26, 2021 AT 9:30 A.M.**  
**BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM**  
**201 W AVE E**  
**ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:36 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.brewstercountytexas.com](http://www.brewstercountytexas.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.

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

Commissioner Pallanez moved to approve the minutes from October 12, 2021. Judge Cano 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**

Patrick and Leticia Carrillo and Dalton and Liz Beam asked the court to change road names in honor of their children, Remington Carrillo and Dani Faith Beam.

**4. 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 & Updates on Coronavirus (COVID-19) / Discussion and appropriate action

Stephanie Elmore, Emergency Management Coordinator, reported an update on Coronavirus, COVID-19. Local statistics up to date as of October 26, 2021: 34 active cases, 0 hospitalization, and 20 fatalities. EMC Elmore reminded the public that the Order Prohibiting Outdoor Burning (Burn Ban) is still in effect.

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

No action.

**5. Recognitions & Announcements**

Commissioner Ortega and Commissioner Westermann announced what they had learned at the Round Rock, TX conference.

Commissioner Ortega announced that two Marathon kids are competing at the regional cross country meet in San Angelo. Isaiah Munoz placed 1st individual and 2nd all-around. Jaxson Barlow placed 3rd individual and 4th all-around. Both kids have qualified for the Cross Country State Championship.

M2M was hosted this past weekend. Pat Martin was the oldest participant at 92 years old.

Commissioner Pallanez announced the passing of Albert Rojo at the age of 95. Mr. Rojo was a previous commissioner.

## **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 ar emergency responders; personnel issues, (vacancies, new hires, performance and safety); permits for boring or trenching for utilities across County Roads**

Superintendent Causey presented the Road & Bridge Department's general report.

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

No action.

## **7. Community Facilities Report**

### **A. General Report**

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

### **B. Discussion and appropriate action for general work of Community Facilities to go forward**

No action.

## **8. Big Bend Telephone Fiber Optic Initiative / Discussion regarding the expansion of broadband coverage following presentation and summary of the Brewster County Broadband Survey by Sierra Sees of Connected Nation Texas / Update**

Tucker Gandy, Big Bend Telephone (BBT) representative, introduced Peggy O'Brien (Rio Grande Council of Governments) and Sierra Sees (Connected Nation Texas). Ms. Sees presented the summary results of the Brewster County Broadband Survey.

## **9. Brewster County Clerk**

### **A. Discuss and consider entering into a contractual agreement with iDocket to do the conversion relating to the UCMS for County Clerk's Office / Discussion and appropriate action**

Sarah Vasquez, County Clerk, introduced Amelia Balderrama, CEO of iDocket, and Sergio Palacios, iDocket representative. Mrs. Balderrama presented the iDocket contracts. Commissioner Ortega moved to approve the contractual agreement with iDocket. Commissioner Pallanez seconded the motion; motion passed 5-0.

### **B. Discuss and consider entering into a contractual agreement with iDocket to provide software Quartz CA Case Management System and eDiscovery software for County Attorney's Office / Discussion and appropriate action**

Commissioner Ortega moved to approve the contractual agreement with iDocket. Commissioner Pallanez seconded the motion; motion passed 5-0.

## **10. Treasurer's Office**

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

<b>Combined Statement of Revenues &amp; Expenses</b>	<b>Payroll Reports</b>
<b>Check Register</b>	<b>Receipt File Listings</b>
<b>Personnel/Overtime Reports</b>	<b>Cash Reports</b>
<b>Other Financial Report as Requested by Commissioners</b>	<b>Grants Reports</b>

No reports.

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

**11. Discuss, consider, and adopt resolution designating an administration/project delivery service provider to complete project implementation for the American Rescue Plan Act (ARP Act) funding administered by the US Department of the Treasury, other Federal or State agency, tabled on October 12, 2021 / Discussion and appropriate action**

La Juana Chambers Lawson and Amanda Onochie, TACIT Growth Strategies representatives, presented the bid from TACIT Growth Strategies to provide project implementation for the ARP Act funding.

Mark Taylor, Traylor & Associates Inc representative, presented the bid from Traylor & Associates to provide project implementation for the ARP Act funding.

Omar Martinez, Box Model Data representative, presented the bid from Box Model Data to provide project implementation for the ARP Act funding.

Jerry Carvajal, GrantWorks, Inc representative., presented the bid from GrantWorks Inc to provide project implementation for the ARP Act funding.

Treasurer Julie Morton collected scorecards from the Judge and Commissioners to calculate the results.

Court Recessed at 11:54 AM.

Court Reconvened at 12:03 PM.

Treasurer Morton announced the following results for total points awarded on bidders scorecards:

GrantWorks Inc	433.50
Traylor & Associates Inc	417.54
Box Model Data	400.30
TACIT Growth Strategies	300.20

Commissioner Ortega moved to adopt a resolution designating GrantWorks Inc as the Brewster County administration/project service provider for the American Rescue Plan Act funds. Commissioner Pallanez seconded the motion; motion passed 5-0.

**18. Brewster County Historical Commission / Appointment for Co-Chairs to the Board for a 2 year term / Discussion and appropriate action**

Raymond Skiles, interim chair of the Brewster County Historical Commission, presented and introduced Michelle West and Elizabeth Lewis as interested candidates for the position of co-chairs.

**A. Executive Session Pursuant to Section 074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee**

Executive Session began at 12:08 PM

**Reconvene in Open Session**

Open Session reconvened at 12:17 PM

**B. Discussion and appropriate action resulting from Executive Session, to fill vacancy on the Brewster County Historical Commission**

Commissioner Ortega moved to appoint Elizabeth Lewis and Michelle West as Co-chairs of the Brewster County Historical Commission. Commissioner Pallanez seconded the motion; motion passed 5-0. Mr Skiles announced that the next regular meeting of the Historical Commission will be held on November 11th, 2021.

**12. Discuss and consider allocating the TAC HEBP surplus distribution funds for the Brewster County Wellness Center, tabled on October 12, 2021 / Discussion and appropriate action**

Commissioner Ortega moved to table item #12. Judge Cano seconded the motion; motion passed 5-0.

**13. Brewster County Auditor**

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

Patty Roach, County Auditor, presented the general bills and walk-ins. Commissioner Ortega moved to approve the general bills as presented, including walk-ins. Commissioner Pallanez seconded the motion; motion passed 5-0. Commissioner Ortega abstained from Pinnacle Propane.

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

**Budget Amendments**

**Line Item Transfers**

**Other Financial Reports as Requested by Commissioners**

Ms. Roach presented the Line Item Transfers. Commissioner Ortega moved to approve the line item transfers as presented. Commissioner Westermann seconded the motion; motion passed 5-0.

Ms. Roach presented the budget amendment for 2020 HAVA Election Security Grant in August 2021. Commissioner Ortega moved that the Brewster County Commissioners Court confirm the County Auditor's certification of the 2020 HAVA Election Security Grant amounts and establish the Fiscal Year 2021 revenue and expenditure budgets in accordance with the attached budget amendment form. Commissioner Pallanez seconded the motion; motion passed 5-0.

Ms. Roach presented the budget amendment for Operation Lone Star Grant. Commissioner Ortega moved that the Brewster County Commissioners Court confirm the County Auditor's certification of the Operation Lone Star Grant 4375701 revenue and amend the Fiscal Year 2022 revenue and expenditure budgets in accordance with the attached budget amendment form. Commissioner Pallanez seconded the motion; motion passed 5-0.

Ms. Roach presented the budget amendment for carry-over funds for FY22. Commissioner Ortega moved that the Brewster County Commissioners Court confirm the County Auditor's certification of grant carry-over revenue and modify the Fiscal Year 2022 revenue and expenditure budgets in accordance with the attached budget amendment form. Commissioner Pallanez seconded the motion; motion passed 5-0.

Ms. Roach presented the budget amendment for the Local Border Security Grant. Commissioner Ortega moved that the Brewster County Commissioners Court confirm the County Auditor's certification of the Local Border Security Grant 3564304 revenue and amend the Fiscal Year 2022 revenue and expenditure budgets in accordance with the attached budget amendment form. Commissioner Colando seconded the motion; motion passed 5-0.

**C. Discussion with action to approve Pneumatic Compactor sales agreement and financing proposal / Discussion and appropriate action**

Ms. Roach presented the sales agreement for the Pneumatic Compactor. Commissioner Ortega moved to approve the Pneumatic Compactor sales agreement. Commissioner Pallanez seconded the motion; motion passed 5-0.

**D. Discussion with action to approve Mulcher sales agreement and financing Proposal / Discussion and appropriate action**

Ms. Roach presented the sales agreement for the Mulcher. Commissioner Ortega moved to approve the Mulcher sales agreement. Commissioner Pallanez seconded the motion; motion passed 5-0.

**E. 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.

#### 14. Officials' Monthly Reports

Commissioner Ortega read the Officials' Monthly Reports. Commissioner Pallanez moved to approve the report as read. Commissioner Ortega seconded the motion; motion passed 5-0.

#### 15. 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)

Robert Alvarez, Executive Director of Brewster County Tourism, presented a general update report.

##### B. Review and consider approval of Brewster County Tourism Council By-Laws / Discussion and appropriate action

Mr. Alvarez presented the Brewster County Tourism Council's proposed bylaws. Commissioner Colando moved to table the agenda item until the next commissioners court meeting. Commissioner Pallanez seconded the motion; motion passed 5-0.

##### C. Discussion and appropriate action for general work of Brewster County Tourism to go forward

No action.

##### 16. Update / Retainer Agreement with Law Firm Big Bend Law, Rod Ponton, Attorney At Law, in re Cause No. CVB20433; Marcia Ann Sykes and the Estate of Marcia Ann Sykes and all Unknown Heirs, Devises, and Assigns of Marcia Ann Sykes; Phillip Joseph Smith; Dymphna Lorraine DeLaRosa / Discussion and appropriate action

No update.

##### 17. Update / Retainer Agreement with Law Firm Big Bend Law, Rod Ponton, Attorney at Law, in re Cause No. CV02299; Elizabeth Emery Fulcher Hill and Janie Marie Fulcher, Plaintiffs, v Unknown Executor or Administrator of the Estate of Bernardo Borrego, Deceased, Unknown Heirs of Bernardo Borrego, Deceased, Any and All Known or Unknown Owners or Claimants of an Interest, Right, or Title In: Section 303, Block G-4, G.C. & S.F. Ry. Co. Survey (640 acres) in Brewster County Texas, and Brewster County, Texas, Defendants/ Discussion and appropriate action

No update.

##### 19. Brewster County Central Appraisal District / Personnel Matters / County Affiliated Appointed Boards / Expired terms, vacancies, and pending vacancies / Discussion and appropriate action concerning filling expired terms and vacancies (Central Appraisal District Board)

##### A. Executive Session Pursuant to Section §551.074, Government Code, VTCA, to discuss the appointment, employment, evaluation, reassignment, duties, compensation, or dismissal of a public officer or employee

Executive Session began at 1:11 PM

##### Reconvene in Open Session

Open Session reconvened at 1:23 PM

##### B. Discussion and appropriate action resulting from Executive Session, to fill vacancy on Central Appraisal District Board

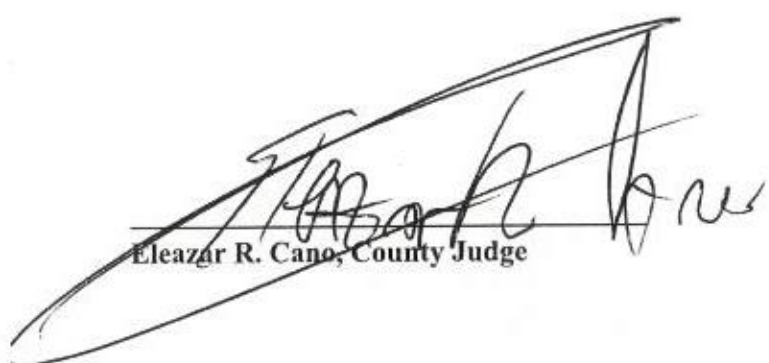
Commissioner Westermann moved to reappoint William "Mo" Morrow to the Central Appraisal District Board. Commissioner Pallanez seconded the motion; motion passed 5-0.

**20. Scheduled Regular Commissioners Court Meeting on November 9th, 2021, at 9:30 A.M.**

Judge Cano announced the next Regular Commissioners Court Meeting on November 9, 2021, at 9:30 A.M.

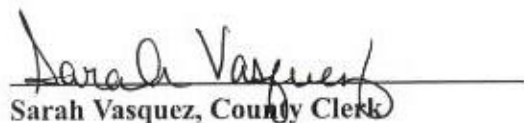
**21. Adjourn**

Commissioner Ortega moved to adjourn. Commissioner Pallanez seconded the motion; motion passed 5-0. Meeting adjourned at 1:28 PM.



Eleazar R. Cano, County Judge

ATTEST:



Sarah Vasquez, County Clerk