

PUBLIC NOTICE

**REGULAR MEETING OF THE BREWSTER COUNTY COMMISSIONERS COURT
WEDNESDAY, APRIL 8, 2020 AT 9:30 A.M.
BREWSTER COUNTY COURTHOUSE, COMMISSIONERS COURTROOM
ALPINE, TEXAS**

Judge Cano called the meeting to order at 9:34 a.m., the following Elected Officials were present:

Eleazar R. Cano	County Judge
Betse Esparza	Commissioner Pct. 1
Sara Allen Colando	Commissioner Pct. 2
Ruben Ortega	Commissioner Pct. 3
Mike "Coach" Pallanez	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

No public comment.

4. Recognitions & Announcements

Commissioner Colando thanked the residents of Brewster County for taking this pandemic seriously and respecting the orders that were issued. Commissioner Pallanez also thanked the residents for keeping each other safe.

5. Update on Coronavirus (COVID-19) / Discussion and appropriate action

Dr. Ekta Escovar, Brewster County Health Authority, gave a presentation on the COVID-19 pandemic.

13. Brewster County District Clerk / Update on LGS Computer Program & Monthly Reports previously updated on January 8, 2020 / Discussion and appropriate action

Judge Cano briefly discussed the update on LGS Computer Program & monthly reports previously updated on January 8, 2020.

Ed Hazeldean, President of LGS, gave an update, via telephone, on the LGS Computer

Program & Monthly Reports. The court voiced their concern as to when the program will be up and running for the Brewster County District Clerk Office. Sandy Randall, vice president for LGS, gave a brief update as well. Commissioner Pallanez suggested for JoAnn Salgado to attend the next commissioners Court Meeting to give an update on the program.

Court recessed at 11:14 a.m.

Court reconvened at 11:23 a.m.

6. 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 on behalf of Superintendent Causey.

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 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.

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 Reports as Requested by Commissioners	Grants Reports

Judge Cano called Julie Morton, County Treasurer, via telephone to give an update on the reports. Treasurer Morton said she will present the reports at the next meeting.

B. Discuss and consider Essential Government Office Functions and Administrative Leave Policy / Discussion and appropriate action

Treasurer Morton read the Essential Government Office Functions and Administrative Leave Policy to the court. She said the county offices are an essential government Office. Treasurer Morton said if the judge and commissioners decide to close the offices for a certain time a new declaration would have to be drafted for the closure of the courthouse and county offices.

Commissioner Ortega moved to approve the Essential Government Office Functions and Administrative Leave Policy as presented. Commissioner Esparza seconded the motion; motion passed unanimously.

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

No action.

9. Officials' Monthly Reports

Raquel Ontiveros presented the Officials' Monthly Report. Commissioner Pallanez read the Officials' Monthly Reports into record. Commissioner Ortega moved to approve as read. Commissioner Esparza seconded the motion; motion passed unanimously.

10. Brewster County Auditor

A. General Bills / Discussion and appropriate action

Paty Saenz presented the general bills. Commissioner Ortega moved to approve bills as presented as well as the walk-in. 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

No action.

**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.

11. 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

Stephanie Elmore gave an update on the Emergency Management Department.

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

No action.

12. Sheriff's Office / Review Job Descriptions for Jail Employees for Promotions / Discussion and appropriate action

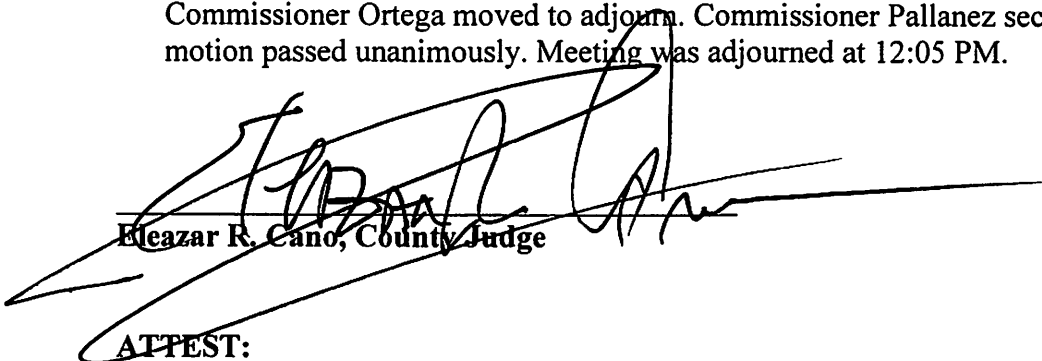
Ryan Skelton, Chief Deputy, discussed the job descriptions for jail employment for promotions for the Sheriff's Office. Commissioner Ortega moved to add a sergeant position to the current jail staff. Commissioner Pallanez seconded the motion; motion passed unanimously.

14. Schedule next Regular Commissioners Court Meeting on April 22, 2020 at 9:30 A.M.

Judge Cano said the next Regular Commissioners Court Meeting will be April 22, 2020 at 9:30 a.m.

15. Adjourn

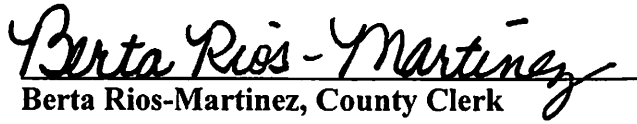
Commissioner Ortega moved to adjourn. Commissioner Pallanez seconded the motion; motion passed unanimously. Meeting was adjourned at 12:05 PM.



A large, stylized handwritten signature in black ink, appearing to read 'Eleazar R. Cano', is written over a horizontal line. The signature is highly cursive and extends significantly to the left and right of the line.

Eleazar R. Cano, County Judge

ATTEST:



A handwritten signature in black ink, appearing to read 'Berta Rios-Martinez', is written over a horizontal line. The signature is cursive and extends to the right of the line.

Berta Rios-Martinez, County Clerk