**BREWSTER COUNTY**

**COMMISSIONERS COURT**

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

**RUBEN ORTEGA MO MORROW**

**Commissioner, Pct. 3 Commissioner, Pct.4**

**GREG P. HENINGTON**

**County Judge**

**Regular Commissioners Meeting: October 29, 2024, at 9:30 A.M.**

**Brewster County Courthouse, Commissioners Courtroom**

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

**AGENDA**

**1. Call to Order**

Judge Henington called the meeting to order at 9:35 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

Julie Morton County Treasurer

Sarah Vasquez, County Clerk

**2. Invocation**

Invocation by Judge Henington.

**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**

**A. Commissioners Court Meeting of October 8, 2024**

Commissioner Ortega moved to approve the Minutes of October 8, 2024, as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**B. Special Commissioners Court Meeting of October 18, 2024**

Commissioner Ortega moved to approve the Minutes of October 18, 2024, as presented. Commissioner Westermann seconded the motion; motion passed 5-0.

**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**

Commissioner Ortega announced that the Marathon2Marathon event had a good turnout, and that two Marathon Cross Country students qualified for State. The Marathon Volleyball team is battling for District Champions.

Judge Henington announced a Breast Cancer Awareness event from the hospital was hosted on the Courthouse lawn. He also announced that Paty Saenz’s son qualified for the All-Star Team in Dallas to represent Texas, and that Saturday is the International Terlingua Chili Cookoff.

**7. County Judge Report - for informational purposes only**

None.

**8. Report from City of Alpine representative; discussion only, no action required**

None.

**9. Presentation from Emergent Air regarding performance statistics and other updates.**

Walter Kuykendall presented the Emergent Air performance statistics and other updates.

**10. Brewster County Project List**

No update.

**11. Review, discuss and take possible action regarding the approval of an application for the FY2025 Formula Grant Program related to indigent defense.**

**A. 2025 Brewster County Resolution Indigent Defense Grant Program**

Commissioner Ortega moved to approve the application for the FY25 Indigent Defense Grant Program. Commissioner Morrow seconded the motion; motion passed 5-0.

**12. Review, discuss and take possible action on the following capital expenditure item:**

**A. Purchase of Caterpillar Loader Model 930 with grapple rake attachment in the amount of $284, 710. Purchase is being made under Sourcewell cooperative contract # 238197. Funding to come from the Local Assistance and Tribal Consistency Fund.**

Manuel Sotelo, Caterpillar sales representative, presented the Caterpillar Loader Model 930, with a grapple and rake for a skid steer. Judge Henington moved to approve the purchase of the loader model 930 and skid steer attachments as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

Judge Henington moved to approve the payment by check before the next Commissioners Court meeting. Commissioner Ortega seconded the motion; motion passed 5-0.

**13. Review, discuss and take possible action to declare the following items as salvage with approval to place it on the county's online web auction**

**A. CAT Loader IT18B from Road & Bridge Department**

Judge Henington moved to declare the CAT Loader as salvage to be posted on the auction website. Commissioner Morrow seconded the motion; motion passed 5-0.

**B. 2010 Ford Pick-up from Building Maintenance Department**

Judge Henington moved to declare the 2010 Ford Pickup as salvage to be posted on the auction website. Commissioner Colando seconded the motion; motion passed 5-0.

**14. Review, discuss and take possible action to enter into a maintenance contract with Cycletek, LLC to provide preventative maintenance for county stand by generators**

**A. Cycletek, LLC Quote for Brewster County**

Judge Henington moved to approve the maintenance contract with Cycletek, LLC as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**15. Review, discuss and take possible action to approve $188,000 for the purchase of a new dump truck. Funding to come from Project List (ARPA). Approval to pay the unit upon proper receipt and documentation. Purchase is being made through ~~Buy Board Cooperative~~ TIPS.**

Commissioner Colando moved to approve the purchase of a new dump truck and the payment by check to be made prior to the next Commissioners Court.Commissioner Morrow seconded the motion; motion passed 5-0.

**16. Road & Bridge Department**

**A. Superintendent's Report**

Superintendent Johnny Salcido presented the Road and Bridge Department report.

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

None.

**17. Emergency Management Department**

**A. General Report - Emergency Management Coordinator**

No report.

**18. Treasurer's Office**

**A. Financial Reports / Updates**

Julie Morton, County Treasurer, presented the September monthly Financial Report. Commissioner Ortega moved to approve the financial report as presented. Commissioner Colando seconded the motion; motion passed 5-0.

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

None.

**20. Brewster County Comptroller**

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

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

**1. Budget Amendments**

Malynda Richardson, Comptroller, presented a budget amendment. Commissioner Ortega moved to approve as presented. Commissioner Colando seconded the motion; motion passed 5-0.

**2. Line-Item Adjustments**

Comptroller Richardson presented the line-item transfers. Commissioner Colando moved to approve the Line Item transfers as presented. Commissioner Ortega seconded the motion; motion passed 5-0.

**B. Financial Reports / Updates**

None.

**D. Review, discuss and take possible action for a budget amendment to increase Emergency Management line item 010-413-476 (Emergency Preparedness) from zero to $29,000. This budget amendment is being requested due to the ESD # 1 agreement to absorb the $29,000 into their budget for the purposes of funding Terlingua Fire & EMS.**

Judge Henington moved to approve a budget amendment to increase Emergency Management line item 010-413-476 (Emergency Preparedness) from zero to $29,000. Commissioner Colando seconded the motion; motion passed 5-0.

**C. Review, discuss and take possible action for a line item transfer of $66,645.00 from the ARPA fund 950-497-570 (Capital Outlay) to ARPA fund 950-497-400 (Professional Fees) for the fiscal year 2024. These funds will be used to pay the final invoice due to GrantWorks for administering the ARPA funds.**

Judge Henington moved to approve the line item transfer to pay GrantWorks. Commissioner Colando seconded the motion; motion passed 5-0.

**E. Review, discuss and take appropriate action on the Xerox Copy Machine from the Total Office Solution proposal for the Finance Department.**

Comptroller Richardson presented the lease agreement for Xerox Copy Machine. Judge Henington moved to approve the lease agreement as presented. Commissioner Morrow seconded the motion; motion passed 5-0.

**F. Review discuss and take possible action on the following policies and procedures related to the Brewster County financial operations**

Comptroller Richardson presented updated financial policies for deposits.

**21. Brewster County Tourism**

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

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

**Robert Alvarez, Executive Director, presented a general update for Brewster County Tourism.**

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

None.

**19. Review, discuss and take possible action to approve award to selected grant management firm for grant pre-application, application and implementation services for the Brewster County 2025-2026 Texas Community Development Grant Fund Program as administered by the Texas Department of Agriculture. Additionally, to authorize the Brewster County Judge to negotiate and agree to a final fee on behalf of Brewster County, if applicable.**

**A. Tx CDBG Resolution**

Court recessed at 10:57 AM.

Court reconvened at 11:10 AM.

No action.

**22. Closed meeting of Commissioners Court, if necessary**

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.

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.

None.

**23. Schedule next Regular Commissioners Court Meeting on November 12, 2024, at 9:30 A.M.**

Skipped.

**24. Adjourn**

Commissioner Ortega moved to adjourn. Commissioner Westermann seconded the motion; motion passed 5-0. The meeting adjourned at 11:31 AM.

**ATTEST:**

**Greg P. Henington Sarah Vasquez**

**Brewster County Judge Brewster County Clerk**