

REGULAR COMMISSIONERS COURT


June 8, 2023

1:30 PM

2nd FLOOR COURTROOM

BROOKS COUNTY COURTHOUSE

BE IT REMEMBERED, that on this day, the Honorable Commissioners' Court of Brooks County, Texas met in Regular Term therein the City of Falfurrias in the 2nd floor Courtroom of the Brooks County Courthouse:

OPEN MEETING -Judge Eric Ramos opened the meeting at 1:34 PM 

PLEDGE OF ALLEGIANCE-was led by Judge Eric Ramos

ROLL CALL-Judge Eric Ramos called for roll call:

Present: Eric Ramos, County Judge,
Eduardo "Eddie" Garza, Commissioner Precinct #1,
Rolando Gutierrez, Commissioner Precinct #2.

Absent: Horacio Villarreal III, Commissioner Precinct #3,
Ernesto "Pepe" Williams, Commissioner Precinct #4,
Elvaray B. Silvas, County Clerk.

Staff Present: Missy A Saavedra, Deputy Clerk

AGENDA

1. Public Comments 

Honorable Judge Eric Ramos asked for any public comments:

Irma Menchaca is seeking justice among her neighbor's dog, and the court order that was passed and asking the court to please enforce the Court order.

2. Approve of Regular and Special Commissioners' Court minutes. 

Passed by the Court, none presented.

3. Approve of Bills and Claims 

Motion: to approve the bills and claims as presented, **Action:** Approve, **Moved by** Rolando Gutierrez, Commissioner Precinct #2, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously. (**on file**)

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Rolando Gutierrez, Commissioner Precinct #2.

4. Approve Monthly Reports 

- a. Treasurer's Monthly Report
- b. Auditor's Monthly Report
- c. Tax Assessor Collector Chief Deputy Monthly Report
- d. Approve Monthly Reports by Brooks County
 - i. (Submitted by County Foreman)
 - ii. (Submitted by Brooks County Justice of the Peace Precinct 1-4)
 - iii. (Submitted by Brooks County Library Supervisor)
 - iv. (Submitted by Ruby Allen, Landfill Supervisor)

The Court reviewed the monthly report for the month of May from the County Treasurer; Terri A. Silvas, Chief Deputy Tax Assessor presented her May report.

Motion: to approve the reports as presented, **Action:** Approve, **Moved by** Eduardo "Eddie" Garza, Commissioner Precinct #1, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously. (**on file**)

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Rolando Gutierrez, Commissioner Precinct #2.

5. Agrilife Extension Reports

Informational purposes only.

6. Discuss, Consider and Act on approving Carolina Ranchettes Plat submitted by El

Polako Investments LLC. 

Victor Daniec addressed the Court on the above matter.

At 1:46 PM Commissioner Villarreal joined the meeting.

Motion: to approve the plat, **Action:** Approve, **Moved by** Rolando Gutierrez, Commissioner Precinct #2, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.


7. Discuss, Consider and Act on Approving the Generator Design Build Agreement.

(Submitted by McKinstry Essention, LLC) 


Motion: to approve the agreement, **Action:** Approve, **Moved by** Eduardo "Eddie" Garza, Commissioner Precinct #1, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously. (**on file**)

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

8. Discuss, Consider and Act on going out for bids to replace the Chiller at the Brooks County Courthouse. 

This item is to be passed till next week due to the verbiage of the line item and a budget transfer is needed.


9. Discuss, consider, and select an engineering firm to complete project implementation for the County Transportation Infrastructure Fund (CTIF) program through the Texas Department of Transportation. 

Item passed at the moment.

10. Discuss, Consider and Act on a Resolution for the selection of the Professional Engineering Service for the 2020 Transportation Infrastructure Fund program project.



Item passed at the moment.

11. Discuss, Consider and Act on transferring \$10,000.00 from 013-5-0033-9514 Capital Outlay to 013-5-0033-8107 Part-Time. (Submitted by David Guerra) 

Correction on line items from last meeting.

Motion: to approve line item transfer, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.


12. Discuss, Consider and Act on transferring \$10,000.00 from line item 012-5-0512-8105 Jailer to line item 012-5-0512-8129 Overtime. (Submitted by Commander Jorge Esparza)



Motion: to approve line item transfer, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).


Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

13. Discuss, Consider and Act on transferring \$2,200.00 from line item 012-5-0512-5450 Prisoner medical expense to line item 012-5-0512-9080 Registration. (Submitted by Commander Jorge Esparza) 

Motion: to approve line item transfer, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.


14. Discuss, Consider and Act on transferring \$2,100.00 from line item 021-5-0512-5450 Prisoner medical expense to line item 012-5-0512-5550 Out of County Travel. (Submitted by Commander Jorge Esparza) 

Honorable Judge Eric Ramos made correction to line item being 012-5-0512-5450 instead of 021-5-0512-5450.

Motion: to approve line item transfer, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).


Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

15. Discus, Consider and Act on transferring \$600.00 from line item 012-5-0561-5515-Radio Maintenance to line item 012-5-0561-5820 Maint/Operations Vehicle. (Submitted by Commander Jorge Esparza) 

Motion: to approve line item transfer, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

16. discuss, Consider and Act on adopting a procurement process for Brooks County. (Submitted by A. Patroeli) 

Motion: to adopt procurement process, **Action:** Approve, **Moved by** Rolando Gutierrez, Commissioner Precinct #2, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.


17. Discuss, Consider and Act on adopting a new Central Receiving policy 

It was discussed that any asset that will be placed on the inventory be sent to the Auditors office for tagging and adding of items.

Motion: to adopt the central receiving policy, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).


Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

18. Discuss the possibility of changing the payroll periods for all Brooks County Employees from twice a month to every two weeks. 

The Court discussed the line item in open Court; it was discussed if this were to happen it would happen in October. Katy Garza and Alan Hernandez addressed the Court with pros and cons; in making this change. The process of payroll will change due to the pay periods; time sheets being turned in instead of attendance and will begin in October. Discussion only, no action taken. Judge Ramos informed the Court that if any of the Commissioners want to go forward to please get with his office and will place it on the agenda for approval.

19. Discuss the possibility of changing the Brooks County Landfill hours. 

The Court discussed the above line item in open Court; with the possibility of changing the landfill hours to Tuesday- Saturday 7:30 AM- 4 PM. Discussion only, no action taken. Judge Ramos informed the Court that this is something to consider and if want to go forward, to please get with his office and will place it on the agenda.

20. Discuss, Consider and Act on advertising for a one-year contract on the following 

1. Fuel and Lubricant
2. Pest for Pest Control and Termite Inspection

Motion: to go out for bids, **Action:** Approve, **Moved by** Eduardo "Eddie" Garza, Commissioner Precinct #1, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).


Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

21. Discuss, Consider and Act on advertising for a 4 year depository 4 Year Contract. 

Motion: to go out for bids, **Action:** Approve, **Moved by** Eduardo "Eddie" Garza, Commissioner Precinct #1, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).


Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

22. Discuss, Consider and Act on clarifying the COVID sick leave policy regarding the days (calendar or business days) allowed for sick leave for COVID. 

Motion: to approve 5 calendar days, **Action:** Approve, **Moved by** Rolando Gutierrez, Commissioner Precinct #2, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

23. Discuss, Consider and Act on paying Jaime's Air Conditioning & Refrigeration for \$750.00 invoice # 4863. 

Motion: to approve paying of bill, **Action:** Approve, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

EXECUTIVE SESSION The Court went into executive session at 2:24 PM to discuss personnel issues/ bidding process.

24. Discuss Employment/Resignations/Retirements and other Personnel Issues.

OPEN SESSION at 2:46 PM came back into open session; Present: same as before.

25. Discuss, Consider, and Act on Employment/Resignations/Retirements.

The Court went back to discuss line items 9 and 10.

9. Discuss, consider, and select an engineering firm to complete project implementation for the County Transportation Infrastructure Fund (CTIF) program through the Texas

Department of Transportation. 

Motion: to award the bid to Thonhoff Consulting Engineers, Inc., **Action:** Approve, **Moved by** Rolando Gutierrez, Commissioner Precinct #2, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1. Motion passed unanimously.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

10. Discuss, Consider and Act on a Resolution for the selection of the Professional Engineering Service for the 2020 Transportation Infrastructure Fund program project.



Honorable Judge Eric Ramos read resolution in open Court.

Motion: to adopt resolution, **Action:** Approve, **Moved by** Eduardo "Eddie" Garza, Commissioner Precinct #1, **Seconded by** Rolando Gutierrez, Commissioner Precinct #2. Motion passed unanimously. (on file)

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

26. Adjourn 


Motion: to adjourn the meeting 2: 50 PM, **Action:** Adjourn, **Moved by** Horacio Villarreal III, Commissioner Precinct #3, **Seconded by** Eduardo "Eddie" Garza, Commissioner Precinct #1.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

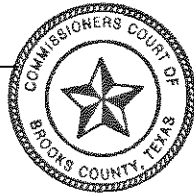
Yes: Eduardo "Eddie" Garza, Commissioner Precinct #1, Eric Ramos, County Judge, Horacio Villarreal III, Commissioner Precinct #3, Rolando Gutierrez, Commissioner Precinct #2.

The preceding minutes beginning on page _____ and ending on page _____, of the Commissioners' Court Minutes Volume _____, read and approved in the Honorable Commissioners' Court this 23rd day of February, 2024, A.D.


APPROVED:



County Judge



ATTESTED:



County Clerk