



Keith Goodwin - Commissioner Dist. 1
John Hostetler - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Amy White-Tanabe - County Administrator
Nathan Shultz - County Attorney

Office of the Commissioners

AGENDA

Tuesday October 13, 2020

- 1.0 Call to Order/Approval of Minutes**
- 2.0 Guests**
- 3.0 Public Comment (Limit of 3 minutes)**
- 4.0 Old Business**
- 5.0 New Business**
 - 5.1 2021 Preliminary Budget Presentation- Tina Mascarenas, Budget Officer
 - 5.2 2021 Holiday List
 - 5.3 Bid Recommendation- Darren Garcia, Facilities Project Manager
 - 5.4 Approval of Bills and Payroll
- 6.0 Other Business**
- 7.0 Departmental Reports**
- 8.0 Commissioners Report**
- 9.0 Discussion**
- 10.0 Announcements**

SEE ATTACHMENTS

THOUGHT FOR THE DAY: *"You are never too small to make a difference". -Greta Thunberg*



September 28th, 2020

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Keith Goodwin	Chairman
	Jim Baldwin	Member
	John Hostetler	Member
	Amy White-Tanabe	Admin
	Lyn Scott	Clerk

Guests in attendance were: In person: Jolly Rose, Adrian Hart, Darrin Garcia, Kelly Huddleston, and Deanna Hostetler. On phone: Marty Lee and Anne Boswell and Christian Burney.

Chr. Goodwin called the meeting to order and requested approval of the minutes from September 21st, 2020. Co. Baldwin motioned to approve. Co. Hostetler seconded. Motion carried.

Deanna Hostetler from Clean Valley Recycling announced that the grant they applied for was awarded at \$51,000.00. This is a matching grant to get a new truck, recycling bags, cardboard bins, and advertising. She thanked the Commissioners for the letter of support. Chr. Goodwin asked her how much cardboard they keep out of the landfills and she said about 350 tons.

Darren Garcia the Facilities Project Manager opened bids for the flooring for the new Public Works building in Rocky Ford. There were 4 contractors who did the walk through, only one submitted a bid. Kelly's Flooring submitted a bid for \$25,778.00. Mr. Garcia asked to review and give a recommendation when the board meets again on October 13th. Co. Hostetler motioned to approve the review. Co. Baldwin seconded. Motion carried.

Darren Garcia the Facilities Project Manager submitted the painting-bid recommendation from September 21. He recommended that they go with Lenny's Painting Service out of Rocky Ford. The bid was \$10,600.00. Co. Baldwin approved the bid. Co. Hostetler seconded. Motion carried.

Admin. White-Tanabe reported on the sales tax report. The cumulative % of change is 13.52 for the year from 2019. The month % of change is 19.67. The county is doing well.

Admin. White-Tanabe presented a letter to the National Park Service in support of making the Amache Internment Center as part of the Grenada Relocation Center, part of the National Park System. Admin. White-Tanabe is asking for signature. Co. Hostetler motioned to approve the letter. Co. Baldwin seconded. Motion carried.

Clerk Scott reported that the LAT test would be done on the 7th of October at 9:00 am.

Chr. Goodwin and Co. Hostetler attended the courthouse security meeting as well as a meeting with Gallagher, who is our insurance broker. He attended a foreman's meeting with road and bridge, met with the Health Department concerning COVID. Sat in on a CCI zoom legislative meeting. Discussion was held on the dispatch center meeting, it was a information gathering session.

With no further business, the board adjourned the meeting.

Next meeting will be Tuesday, October 13th, 2020 at 1:30pm.

Clerk

Chairman



2021 APPROVED HOLIDAYS

New Year's Day	January 1, 2021	Friday
President's Day	February 15, 2021	Monday
Good Friday	April 2, 2021	Friday
Memorial Day	May 31, 2021	Monday
Independence Day	July 4, 2021	Observed Monday 7/5
Labor Day	September 6, 2021	Monday
Veteran's Day	November 11, 2021	Thursday
Thanksgiving	November 25, 26, 2021	Thursday and Friday
Christmas Eve	December 24, 2021	Observed Thursday 12/23
Christmas	December 25, 2021	Observed Friday 12/24
New Year's Eve	December 31, 2021	Friday

Note: The above holidays will result in the closure of County Offices and the Landfill.

Keith Goodwin, Chairman

OTERO COUNTY PAYMENTS
SEPTEMBER 16 THROUGH SEPTEMBER 30, 2020

Check #	Vendor	Description	Department	Amount
120677	RICHARD R MUNIZ	HOUSING	CSBG	600.00
120678	A&G UPHOLSTERY	PARTS/SERVICE	R&B	140.00
120679	ALAN M WADLEIGH	TRAVEL	NEMT	14.00
120680	ALL RITE PAVING & REDI MIX, INC	ROAD OIL	R&B	2,954.40
120681	AMAZON CAPITAL SERVICES, INC	DOLA COVID-19 - SHERIFF	SHERIFF	61.80
120682	ARK VALLEY DISTRIBUTING	OFFICE SUPPLIES	ADMIN/R&B	106.83
120683	ARKANSAS VALLEY ACCUMED	MEDICAL SUPPLIES	HEALTH	269.37
120684	BLACK HILLS ENERGY	UTILITIES	G&B/EXTENSION/CSBG	936.33
120685	BLUE TARP FINANCIAL, INC. (NORTHERN TOOL)	PARTS/SERVICE	G&B/R&B	941.00
120686	BRIGITTE BROWN	TRAVEL	NEMT	40.00
120687	CITY OF LA JUNTA	ANIMAL POUND CHARGES	ADMIN	750.00
120688	CITY OF LA JUNTA	DOLA COVID-19 - CVRF LA JUNTA	CVRF GRANT	117,919.70
120689	CITY OF LA JUNTA - UTILITIES	UTILITIES	VARIOUS	8,529.47
120690	CITY OF LA JUNTA TRANSIT	MED TRANS - PUBLIC TRANSPORTATION	CSBG	13.00
120691	CITY OF LAS ANIMAS	CSBG COVID UTILITIES	CSBG	1,879.54
120692	CITY OF ROCKY FORD	DOLA COVID-19 - CVRF ROCKY FORD/UTILITIES	CVRF GRANT/EXTENSION	2,301.19
120693	CLEAN VALLEY RECYCLING	MISCELLANEOUS	ADMIN	243.20
120694	COLORADO ASSOCIATION OF AAA	OPERATING	AAA	548.00
120695	COLORADO BUREAU OF INVESTIGATION	CONCEALED HAND GUN PERMIT	SHERIFF	826.00
120696	COLORADO DEPT OF HCPF	SINGLE ENTRY POINT (SEP)	SEP	57,848.40
120697	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	659.25
120698	COLORADO STATE UNIVERSITY	UTILITIES	EXTENSION	262.94
120699	COMPANION LIFE INSURANCE COMPANY	ASO ADMINISTRATION	MEDICAL TRUST	2,577.60
120700	COUNTRY CHIROPRACTIC, PC	DRUG TESTING & DOT PHYSICALS	R&B	100.00
120701	DEAN W CHASE	TRAVEL	CSBG/NEMT	376.00
120702	EXTRA PACKAGING LLC	SUPPLIES	CORONER	152.52
120703	FASTENAL COMPANY	OPERATING SUPPLIES	R&B	5,523.42
120704	FLOYD R WARD JR	TRAVEL	CSBG	472.00
120705	GAYLE LANGAN	TRAVEL	NEMT	26.00
120706	GOBIN'S INC	PARTS/SERVICE	HEALTH/R&B	179.81
120707	GRAINGER, INC	PARTS/SERVICE	R&B	342.45
120708	GRANT WRITING USA	DUES & MEETINGS	ADMIN	495.00
120709	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.16
120710	GREGORY N DAY, DDS	III-B SERVICES	AAA	274.00
120711	HAT & SPUR HARDWARE, LLC	HOUSING	CSBG	1,769.97
120712	INDUSTRIAL HEALTH SERVICE, INC	PRE-EMPLOYMENT COSTS	VARIOUS	183.20
120713	JACK'S BODY SHOP	REPAIR/MAINT-MOTOR VEHICLES	TRANSPORT	200.00
120714	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
120715	JOHNETTE SUE FULLER	TRAVEL	NEMT/CSBG	106.00
120716	LA JUNTA ASSOCIATED CHARITIES	LJ ASSOCIATED CHARITIES	ADMIN	200.00
120717	LA JUNTA PRINTING COMPANY INC	SUPPLIES	CORONER	61.50
120718	LAWSON PRODUCTS, INC	PARTS/SERVICE	R&B	184.26
120719	LEONARD VENEGAS	DOLA COVID-19 - RF ANNEX	ADMIN	5,300.00
120720	LOWER ARKANSAS VALLEY AAA	DUES & MEETINGS	ADMIN	48.00
120721	M&M FIRE PROTECTION, INC	BUILDING MAINT/REPAIRS	JAIL	2,918.20
120722	MARDONA L MORELAND	TRAVEL	CSBG/NEMT	931.00
120723	MARTIN PIPE & STEEL, INC	BUILDING MAINT/REPAIRS	G&B	98.60
120724	MCKESSON MEDICAL-SURGICAL GOV SOLUTIONS	MEDICAL SUPPLIES	HEALTH	387.77
120725	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	101.00
120726	MGT OF AMERICA CONSULTING, LLC	COST ALLOCATION PLAN	ADMIN	5,130.00
120727	MID-AMERICAN RESEARCH CHEMICAL	PARTS/SERVICE	G&B/R&B	3,118.64
120728	MILE HIGH SHOOTING ACCESSORIES	TRAINING	SHERIFF	1,028.40
120729	MOBILE RECORD SHREDDERS	OPERATING SUPPLIES	SHERIFF/JAIL	12.00
120730	NATIONAL ASSOCIATION OF AAA	OPERATIONS-LOCAL CASH	AAA	980.00
120731	OFFICE DEPOT, INC	OPERATING SUPPLIES	HEALTH	577.39
120732	OFFICE MAX INC.	OFFICE SUPPLIES	SHERIFF/JAIL	416.00
120733	OTERO COUNTY 4-H COUNCIL	PARKS & REC FACILITIES	ADMIN	211.00
120734	OTERO COUNTY COMMISSIONERS	RENT	ADULT SERVICES	1,950.00
120735	OTERO COUNTY DEPT. OF HUMAN SERVICES	NEMT TRAVEL	ADMIN	1,500.00

Check #	Vendor	Description	Department	Amount
120736	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	ADULT SERVICES	8,890.09
120737	NOT A CHECK			-
120738	PITNEY BOWES, INC	MAINTENANCE CONTRACTS	VARIOUS	180.00
120739	PRECISION HYDRAULICS, INC	PARTS/SERVICE	R&B	498.83
120740	PSA WORLDWIDE CORP	OD2A GRANT	HEALTH	2,301.83
120741	QUADIENT FINANCE USA, INC	POSTAGE, BOX RENT, ETC	SHERIFF	50.00
120742	QUILL CORPORATION	OFFICE SUPPLIES	VARIOUS	869.41
120743	REDSTONE PRINT & MAIL	POSTAGE, BOX RENT, ETC	ELECTIONS	1,278.40
120744	RESERVE ACCOUNT	POSTAGE	LAND USE/ADMIN	304.00
120745	RICHARD L COX	TRAVEL	NEMT	119.00
120746	ROCKY FORD FOOD MARKET LLC	FOOD/SUPPLIES	JAIL	1,301.03
120747	ROCKY FORD MINISTERIAL ALLIANCE	RF MINISTERIAL ALLIANCE	ADMIN	200.00
120748	RUSSELL A MCDONALD	TRAVEL	CSBG	29.00
120749	SARA LEWIS	TRAVEL	VDC	36.90
120750	SIGNS & DESIGNS	SIGNS	R&B	680.00
120751	SOUTHEAST COLORADO POWER ASSN	COVID RELIEF (UNITED WAY)	CSBG	240.08
120752	SOUTHEAST HEALTH SERVICES	JAIL BASED SERVICES	STATE GRANTS	26,598.00
120753	TASC	ASO ADMINISTRATION	MEDICAL TRUST	315.00
120754	TEAM LABORATORY CHEMICAL CORP.	GRAVEL	R&B	6,600.00
120755	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	G&B/JAIL	446.81
120756	TOM FEDDE	P & Z BOARD FEES	LAND USE	77.10
120757	TOTAL OFFICE SOLUTIONS	PURCHASES UNDER \$5,000	INTERNAL SERVICES	4,800.58
120758	TOWN OF CHERAW	DOLA COVID-19 - CVRF CHERAW	CVRF GRANT	1,641.99
120759	TOWN OF FOWLER	DOLA COVID-19 - CVRF FOWLER	CVRF GRANT	11,261.01
120760	TOWN OF SWINK	DOLA COVID-19 - CVRF SWINK	CVRF GRANT	401.39
120761	TRIAD COMPUTER SERVICES, INC	DOLA COVID-19 - CLERK/TREASURER	CLERK/R&B	5,069.60
120762	TRISPOKE TECHNOLOGIES, LLC	CIVIL PROCESS FEES	SHERIFF	42.57
120763	ULINE, INC	BUILDING MAINT/REPAIRS	JAIL	79.68
120764	VALDEZ MASONRY	BUILDING MAINT/REPAIRS	G&B	1,000.00
120765	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	G&B	601.92
120766	VIAERO WIRELESS	TELEPHONE	VARIOUS	1,807.75
120767	WALMART COMMUNITY BRC	OPERATING SUPPLIES	HEALTH	785.83
120768	WALMART COMMUNITY BRC	OPERATING SUPPLIES	SHERIFF/JAIL	121.73
120769	WALMART COMMUNITY BRC	PARTS/SERVICE	R&B	64.88
120770	WALTER EXCAVATION	DOLA COVID-19 - ROAD & BRIDGE	R&B	660.00
120771	WILLIAM C PIQUETTE	P & Z BOARD FEES	LAND USE	69.90
120772	ZELMA NOVAK	TRAVEL	CSBG	113.40
			TOTAL	<u>315,476.02</u>

Fund Summary

010 - GENERAL FUND	199,896.75
020 - ROAD & BRIDGE FUND	21,726.03
025 - MEDICAL TRUST FUND	2,892.60
040 - AAA FUND	2,632.89
065 - INTERNAL SERVICES FUND	4,800.58
070 - GENERAL HUMAN SERVICES	77,586.28
080 - HEALTH FUND	5,670.99
085 - CONSERVATION TRUST FUND	211.00
090 - CLERK HIRE FUND	<u>58.90</u>
	<u>315,476.02</u>

Commissioners

Tue Oct 13, 2020

8am - 9am Administration / JH, KG, JB

Where: Room 212

Calendar: ocw@otero.gov.org

9am - 9:15am Emergency Management / JH, KG, JB, DC

Where: Room 212

Calendar: ocw@otero.gov.org

9:15am - 10am Public Works / JH, KG, JB, LN

Where: Room 212

Calendar: ocw@otero.gov.org

10am - 11am County Attorney -- KG, JB, JH, NS

Where: Room 212

Calendar: ocw@otero.gov.org

11am - 12pm Department of Human Services / JH, KG, JB, DR

Where: Room 212

Calendar: ocw@otero.gov.org

1:30pm - 3pm Otero County Board of Commissioners Public Hearing / JH, KG, JB

Where: Room 107

Calendar: ocw@otero.gov.org

3pm - 3:30pm Economic Development Coordinator / JH, KG, DB

Calendar: ocw@otero.gov.org

3:30pm - 5pm Work Session / JH, KG, JB

Where: Room 212

Calendar: ocw@otero.gov.org

Wed Oct 14, 2020

9am - 9:30am Health Dept Briefing

Calendar: ocw@otero.gov.org

10am - 11am SECRETAC/JB

Calendar: ocw@otero.gov.org

10:30am - 12pm RESADA / JH, DR

Where: Las Animas

Calendar: ocw@otero.gov.org

12:30pm - 4pm Ark River Basin Roundtable / KG, JB

Where: Pueblo

Calendar: ocw@otero.gov.org

4pm - 5pm Historic Preservation

Where: Room 110A

Calendar: ocw@otero.gov.org