



Rob Oquist - Commissioner Dist. 1
Tim Knabenshue - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Kaysie Schmidt - County Administrator
Nathan Shultz - County Attorney

Otero County Board of Commissioners

AGENDA October 13, 2025

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)
5. Presentations
6. Consent Agenda. *The Chair will remove any Consent Agenda item upon request by any Commissioner or assigned staff. Items removed upon request will be considered separately by the Board immediately following the action on the remaining Consent Agenda, to be continued to another meeting date, or handled in a manner otherwise determined at the discretion of the Board.*
 - a. Approval of Minutes
 - b. Approval of Bills & Payroll
 - c. 2026 Approved Holidays
7. Old Business
8. New Business
 - a. Wreaths Across America, Richard Ward
9. Departmental Reports
 - a. 2026 Preliminary Budget, Kaysie Schmidt
10. Commissioners' Report
11. Discussion
12. Announcements

September 22nd, 2025

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Jim Baldwin	Commissioner
	Lynda Scott	Clerk

Guests in attendance in person: Nancy Harrington, Bette McFarren, Jennifer Rife, Adrian Hart, Donna Rohde, Teale Hemphill, Christopher Olney, and Kaysie Schmidt.

Guests on zoom: Anne Boswell.

Chr. Oquist asked everyone to stand for Prayer and the Pledge of Allegiance.

Chr. Oquist called the regular meeting to order.

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from September 8th, 2025, bills and payroll for September 1st through September 15th, 2025, and the Financial Report Ending July 31, 2025, for the Department of Human Services. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Teale Hemphill, with the Southeast Colorado Regional Housing Authority, presented an update on the development fund that has received grant money to purchase land for homes throughout the Six (6) County Region. They are at present looking to purchase properties owned by Municipalities or from private owners. The grants can be used to build new homes or to renovate existing homes. In 2026, there are plans to build several 3-bedroom, 3 bath and 2 bedroom, 2 bath homes. Co. Knabenshue motioned to approve \$226,666.29 for the Southeast Colorado Regional Housing Authority. Co. Baldwin seconded. Motion carried.

Co. Knabenshue presented the Memorandum of Understanding (MOU) between Southeastern Colorado Water Conservancy District, Otero County, the Colorado Water Conservation Board, and Colorado Water Resources and Power Development Authority. The purpose of the MOU is to establish a framework for the joint efforts of the parties to utilize state and federal monies through loans or grant funds to help with portions of the Arkansas Valley Conduit. Co. Knabenshue motioned to approve the MOU. Co. Baldwin seconded. Motion carried.

Clerk Scott presented a special liquor license for the Arkansas Valley CASA, Boots 'n Bling event to be held in October 2025. Co. Knabenshue motioned to approve the license. Co. Baldwin seconded. Motion carried.

Co. Baldwin presented the Sales Tax Report. There is a 1% cumulative change in revenue from last month and a 3% change in revenue from this time last year. The county is doing well.

Clerk Scott reported that her office will be conducting Logic and Accuracy testing (LAT's) on October 9th, 2025, to test the machines prior to election day.

Co. Baldwin reported that he attended The Arkansas Valley Water Roundtable meeting, they talked about grant applications for drinking water systems. There will be about \$150,000.00 available for the grants. The application period closes on the 21st of October they will be awarding them in November 2025 for 2026.

Chr. Oquist and Co. Knabenshue attended several of the same meetings. Ones of note were Colorado Counties Incorporated (CCI), Colorado Department of Transportation (CDOT), The Lower Arkansas Valley Water District, Otero County Landfill Incorporated (OCLI), and the Conduit meeting. Chr. Oquist also attended a meeting for Region Six Alcohol and Drug Abuse, CO. (RESADA). They are adding a new building to the campus and Chr. Oquist is impressed by the programs being offered.

Donna Rohde, Director Human Services, reported that Southeast Colorado Opioid Region (SECOR) is accepting grant applications for a total of \$45,000.00, this is part of the pharmaceutical lawsuit on opioids, and that she and Chr. Oquist attended the same meeting. They are trying to navigate the changes at Federal and State level for funds due to the bill passed earlier this year.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, October 13th, 2025, at 1:30 pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
SEPTEMBER 16 THROUGH SEPTEMBER 30, 2025

Check #	Vendor	Description	Department	Amount
130767	VISA	SOFTWARE/TRAINING/OPERATING	LAND USE/R&B	1,136.77
130768	A CUT ABOVE PEST CONTROL, LLC	PARTS/SERVICE	R&B	200.00
130769	ACM DIESEL, LLC	PARTS/SERVICE	R&B	1,110.44
130770	AVRMC - PATIENT ACCOUNTS	MEDICAL SERVICES	SHERIFF/JAIL	1,216.32
130771	BAUSERMAN'S MARKET	FOOD	JAIL	45.00
130772	BLACK HILLS ENERGY	UTILITIES	R&B	57.74
130773	CITY OF LA JUNTA - UTILITIES	UTILITIES	SHERIFF/R&B	436.70
130774	COMPANION LIFE INSURANCE COMPANY	LIFE INSURANCE & AD&D PREMIUMS	MEDICAL TRUST	2,664.00
130775	DAMON NICHOLS	FOWLER SHOP FIRE	R&B	500.00
130776	DMC AUDITING & CONSULTING, LLC	AUDIT	ADMIN	38,100.00
130777	GOBIN'S INC	MAINTENANCE CONTRACTS	LAND USE	142.15
130778	JACK'S BODY SHOP	REPAIR/MAINT-MOTOR VEHICLES	TRANSPORT	570.00
130779	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
130780	JOHN DEERE FINANCIAL	BUILDING MAINT/REPAIRS	G&B	267.48
130781	KIMBALL MIDWEST	BUILDING MAINT/REPAIRS	G&B/R&B	1,733.37
130782	LEDS, INC.	OFFICE SUPPLIES	CLERK	68.19
130783	MATTHEW MCINTYRE	P & Z BOARD FEES	LAND USE	65.42
130784	MID-AMERICAN RESEARCH CHEMICAL	BUILDING MAINT/REPAIRS	G&B	576.06
130785	NAT'L LAW ENFORCEMENT FIREARMS INSTRUCTORS ASSN	TRAINING	SHERIFF	600.00
130786	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
130787	OFFICE DEPOT, INC	OFFICE SUPPLIES	JAIL	122.01
130788	O'REILLY AUTO PARTS	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	10.99
130789	PRIMO BRANDS	MISCELLANEOUS	ADMIN	57.96
130790	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	LAND USE/R&B	65.58
130791	SAFETY-KLEEN SYSTEMS, INC	PARTS/SERVICE	R&B	1,003.20
130792	SHRED AMERICA COLORADO	OPERATING SUPPLIES	SHERIFF/JAIL	26.38
130793	SOUTHERN TIRE MART LLC	BATTERIES, TIRES, TUBES, ETC	SHERIFF	686.48
130794	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	1,335.98
130795	TASCOSA OFFICE MACHINES, INC	OPERATING SUPPLIES	SHERIFF/JAIL	308.83
130796	UNITED COMPANIES	ROAD OIL	R&B	20,246.50
130797	US POST OFFICE	MISCELLANEOUS	R&B	156.00
130798	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	G&B/JAIL	461.68
130799	VIAERO WIRELESS	TELEPHONE	VARIOUS	694.20
130800	WALMART / CAPITAL ONE	OPERATING SUPPLIES	SHERIFF/JAIL	191.56
4652	RMMI	DIGITAL RECORDS CONVERSION	LAND USE	1,491.48
4653	WEX BANK	FUEL	LAND USE	381.06
4654	CHARM-TEX, INC	OPERATING SUPPLIES	JAIL	665.06
4655	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	400.00
4656	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
4657	DIGITCOM ELECTRONICS, INC	RADIO REPAIR	SHERIFF	253.67
4658	DIVE RESCUE INTERNATIONAL	PURCHASES UNDER \$5,000	INTERNAL SERVICES	4,972.10
4659	GALLS, LLC	OPERATING SUPPLIES	JAIL	59.03
4660	GRAINGER, INC	PARTS/SERVICE	R&B	1,351.29
4661	HD SUPPLY	BUILDING MAINT/REPAIRS	VARIOUS	2,120.42
4662	J&A TRAFFIC PRODUCTS	SIGNS	R&B	873.00
4663	QUILL CORPORATION	OFFICE SUPPLIES	ADMIN	305.51
4664	RESERVE ACCOUNT	POSTAGE, BOX RENT, ETC	CLERK	500.00
4665	RICHARD WARD	TRAVEL	VSO	308.42
4666	ROCKY FORD FOOD MARKET LLC	FOOD/SUPPLIES	JAIL	1,953.88
4667	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	900.00
4668	SHULTZ LAW OFFICE LLC	CONTRACT SERVICES	LAND USE	507.00
				<u>92,123.91</u>
Fund Summary				
010 - GENERAL FUND				52,323.31
020 - ROAD & BRIDGE FUND				26,838.25
025 - MEDICAL TRUST FUND				2,664.00
045 - INSURANCE FUND				2,122.08
065 - INTERNAL SERVICES FUND				4,972.10
070 - GENERAL HUMAN SERVICES				1,300.00
090 - CLERK HIRE FUND				<u>1,904.17</u>
				<u>92,123.91</u>



2026 APPROVED HOLIDAYS

New Year's Day

Thursday, January 1, 2026

President's Day

Monday, February 16, 2026

Good Friday

Friday, April 3, 2026

Memorial Day

Monday, May 25, 2026

Independence Day

Friday, July 3, 2026

Labor Day

Monday, September 7, 2026

Veteran's Day

Wednesday, November 11, 2026

Thanksgiving

Thursday, November 26, 2026

Observed: Thursday and Friday, November
26-27, 2026

Christmas Eve

Thursday, December 24, 2026

Christmas

Friday, December 25, 2026

New Year's Eve

Thursday, December 31, 2026

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

Rob Oquist, Chair

Date

10/13/2025 to 10/22/2025

Commissioner's Calendar

Monday, October 13, 2025

Public Works/Facility Management / LN, DG, RO, TK, JB, KS

Mon 10/13/2025 9:00 AM - 10:00 AM

Location: Room 212

Economic Development / DB, RO, TK, JB, KS

Mon 10/13/2025 10:00 AM - 11:00 AM

Location: Room 212

Department of Human Services / RO, TK, JB, DR, KS

Mon 10/13/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / RO, TK, JB, KS

Mon 10/13/2025 12:00 PM - 1:00 PM

Location: Room 212

Otero County Board of Commissioners Public Hearing / RO, TK, JB

Mon 10/13/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

Tuesday, October 14, 2025

1041 Meeting / RO, TK, LN

Tue 10/14/2025 1:30 PM - 3:00 PM

Wednesday, October 15, 2025

Lower Ark Water Conservancy / TK

Wed 10/15/2025 10:30 AM - 11:30 AM

AVRMC / VIP Rural Health Event

Wed 10/15/2025 11:00 AM - 2:00 PM

SEBREA / RO

Wed 10/15/2025 12:00 PM - 1:00 PM

SAGE / RO

Wed 10/15/2025 2:00 PM - 3:00 PM

Thursday, October 16, 2025

SEWCD Board Meeting

Thu 10/16/2025 9:30 AM - 12:00 PM

Location: Microsoft Teams Meeting

Monday, October 20, 2025

OPI/OCLI

Mon 10/20/2025 8:30 AM - 10:30 AM

Location: Room 107

Emergency Management / RO, TK, JB, DC, KS

Mon 10/20/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration/ KS, RO, TK, JB

Mon 10/20/2025 12:00 PM - 1:00 PM

Location: Room 212

Wednesday, October 22, 2025

Lunch & Learn / RO, TK, KS

Wed 10/22/2025 12:00 PM - 2:00 PM

Location: Gobin Building – Rocky Ford

SECOG/SECED / TK

Wed 0/22/2025 1:00 PM - 2:00 PM