



Rob Oquist - Commissioner Dist. 1
Tim Knabenshue - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Kaysie Schmidt - County Administrator
Rose Pugliese – Interim County Attorney

Otero County Board of Commissioners

AGENDA November 10, 2025

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)
5. Presentations
 - a. Jacob Topping, Southeastern Colorado Regional Representative, U.S. Senator Michael F. Bennet (D-CO)
 - b. Employee Recognition for Years of Service
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 for the 10 27 2025 Public Hearing and the 11 3 2025 Special Public Hearing
 - b. Approval of Bills & Payroll
7. Old Business
8. New Business
 - a. Community Development Block Grant (CDBG) Additional Funding, Danelle Berg
9. Departmental Reports
10. Commissioners' Report
11. Discussion
12. Announcements
 - a. Otero County offices and Landfill will be closed on Tuesday, November 11, 2025, in observance of Veteran's Day.
 - b. Final Budget Presentation – December 8th, at 1:30 pm.





2025 Employee Appreciation Day

November 10, 2025

*Cumulatively this group has **325 years** of dedication to Otero County!*

5 years

- ✧ Crystal Minor
- ✧ Dillen Roath
- ✧ Nadine Carrillo-Mendoza
- ✧ Grant Jobe
- ✧ Jade Mora-Menges

10 years

- ✧ Darla Miller
- ✧ Lisa Conty
- ✧ Les Fellows
- ✧ Patricia Jenkins
- ✧ Hannah Fasick

15 years

- ✧ Tommie Chambers
- ✧ Amy Palomino

25 years

- ✧ Terri Fagan
- ✧ Charles Mitchell
- ✧ Valerie Covington
- ✧ Richard Ritter

35 years

- ✧ Gayleen Springer

40 years

- ✧ Lynn Graves

45 years

- ✧ Scott Smith

October 27th, 2025

The Board of County Commissioners now meets pursuant to adjournment.

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

Guests in attendance in person: Nancy Harrington, Bette McFarren, Mark Grasmick, and Dmitriy Chernyak.

Guests on zoom: none

Donna Rohde, Department of Human Services Director, mentioned that they are accepting LEAP applications starting on November 1st, 2025.

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 October 13th, 2025, bills and payroll for October 1st through October 15th, 2025, and the Department of Human Services Financial Reports ending on August 31st and September 30th, 2025. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Dmitriy Chernyak, Auditor with DMC Auditing and Consulting, LLC, presented an audit report. He was happy to report that an audit was conducted and that in their opinion it was a great audit and that there were no adverse findings made, it was a clean report. Co. Knabenshue motioned to approve the audit. Co. Baldwin seconded. Motion carried.

Co. Baldwin presented the Intergovernmental Agreement (IGA) with the Town of Cheraw. This agreement will allow the office of the Land Use Administrator for Otero County, Colorado, to provide building inspection services for the Town of Cheraw. Co. Baldwin motioned to approve the IGA. Co. Knabenshue seconded. Motion carried.

Admin. Schmidt presented Proclamation Operation Green Light for Veterans 2025. The proclamation is to use green lights in businesses and homes around Otero County, and the County will display green lights at the entrances to the Courthouse and Social Services Annex to let veterans know they are seen, appreciated, and supported. Through this proclamation the Otero County Board of Commissioners does hereby proclaim November 4-11, 2025, a Green Light for Veteran's County. Co. Knabenshue motioned to approve the proclamation. Co. Baldwin seconded. Motion carried.

Admin. Schmidt presented the sales tax report. We show a 5% cumulative change from last month and a 3% cumulative change from last year. County is on track. Admin. Schmidt announced that starting Oct 27th through November 14th, there will be a County-Wide Food Drive led by the Otero County Department of Human Services. On November 10th, there will be Employee Recognition during the regular meeting.

Co. Knabenshue mentioned that he attended the Southeast Colorado Economic Development (SECED) meeting.

Chr. Oquist and Admin. Schmidt attended a 1041 water meeting in Rocky Ford, CO. The meeting was very informative and sounds like it could be a good thing.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, November 10th, 2025, at 1:30 pm.

Clerk

Chairman

November 3rd, 2025

The Board of County Commissioners now meets pursuant to adjournment.

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

Chr. Oquist called the Special Meeting- Appointment of Interim County Attorney.

Chr. Oquist: I will now call this special meeting of the Otero County Board of Commissioners to order. The time is 1:57 pm.

The purpose of this special meeting is to consider and act upon the appointment of an Interim County Attorney for Otero County.

Chr. Oquist read Resolution No. 2025-18 into the record. The resolution states that the County Attorney position is currently vacant, and the Board finds it necessary to appoint an interim attorney to ensure continuity of legal services. Rose Pugliese is qualified and willing to serve under the terms of Interim Agreement.

Chr. Oquist: Do I have a motion to adopt Resolution 2025-18, appointing Rose Pugliese as Interim County Attorney effective November 3, 2025, and authorizing the Chair to execute the Interim Agreement? Co. Knabenshue motioned to approve the Resolution. Co. Baldwin seconded. Motion carried.

Ms. Pugliese stated that she was happy about the opportunity to serve Otero County.

Chr. Oquist for a motion to adjourn. Co. Knabenshue motioned to adjourn. Co. Baldwin seconded. Motion carried. Meeting was adjourned at 1:59 pm.

With no further business, the Board adjourned the meeting.

Next regular meeting will be November 10th, 2025, at 1:30 pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
OCTOBER 1 THROUGH OCTOBER 31, 2025

Check #	Vendor	Description	Department	Amount
130900	ACM DIESEL, LLC	PARTS/SERVICE	R&B	2,600.71
130901	AVRMC - PATIENT ACCOUNTS	MEDICAL SERVICES	JAIL	156.96
130902	BACA COUNTY PUBLIC HEALTH AGENCY	AAA GENERAL FUND	AAA	324.00
130903	BAUSERMAN'S MARKET	FOOD	JAIL	90.00
130904	BEYOND BETTY LLC	HRSA	HEALTH	95.00
130905	BLACK HILLS ENERGY	UTILITIES	VARIOUS	2,734.41
130906	BRIGITTE BROWN	TRAVEL	ADULT SERVICE	371.55
130907	CITY OF LA JUNTA - UTILITIES	UTILITIES	SHERIFF/G&B/R&B	7,803.88
130908	CITY OF LA JUNTA TRANSIT	CITY OF LA JUNTA	AAA	13,389.27
130909	CITY OF LAMAR	AAA GENERAL FUND	AAA	7,723.98
130910	CITY OF ROCKY FORD	UTILITIES	LAND USE/HEALTH	292.27
130911	COLORADO ASSESSOR ASSOCIATION	DUES, MEETINGS & TRAINING	ASSESSOR	400.00
130912	COLORADO ASSESSOR ASSOCIATION / CAA	DUES, MEETINGS & TRAINING	ASSESSOR	140.00
130913	COLORADO BANK & TRUST	SPECIAL PROJECTS	ADMIN	2,235.00
130914	COLORADO BUREAU OF INVESTIGATION	CONCEALED HAND GUN PERMIT	SHERIFF	223.00
130915	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	458.00
130916	COLORADO DEPT OF PUBLIC HEALTH	LICENSURE FEES	HEALTH	5,989.00
130917	COUNTRY CHIROPRACTIC, PC	DRUG TESTING & DOT PHYSICALS	R&B	150.00
130918	GOBIN'S INC	MAINTENANCE CONTRACTS	LAND USE/HEALTH	210.56
130919	GRAPHIC DESIGNS UNLIMITED	SPECIAL PROJECTS	ADMIN	330.00
130920	GREAT AMERICA LEASING CORP.	SECOR	HEALTH	819.38
130921	JACKSON AWARDS & DESIGN LTD	OFFICE SUPPLIES	ADMIN/ASSESSOR	776.00
130922	JIMMY'S METAL WORKS, LLC	PARTS/SERVICE	R&B	1,291.12
130923	JOHN DEERE FINANCIAL	BUILDING MAINT/REPAIRS	G&B/R&B	264.85
130924	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
130925	KENNETH SHEARER	TRAVEL	AAA	109.18
130926	KIMBALL MIDWEST	PARTS/SERVICE	G&B/R&B	1,433.84
130927	LARRY CHATMAN	DONATIONS EXPENSE	HEALTH	583.17
130928	LEDS, INC.	ELECTRONIC RECORDING TECHNOLOGY GRANT (ERTB)		1,800.00
130929	LEONARD TAFOYA	TRAVEL	ADULT SERVICE	480.39
130930	MID-AMERICAN RESEARCH CHEMICAL	BUILDING MAINT/REPAIRS	G&B	162.18
130931	MORGAN & SONS GLASS INC	BUILDING MAINT/REPAIRS	G&B	250.00
130932	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
130933	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/JAIL/HEALTH	434.92
130934	O'REILLY AUTO PARTS	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	74.47
130935	OTERO COUNTY COMMISSIONERS	AUDIT/RENT/OPERATING	VARIOUS	10,830.92
130936	OTERO COUNTY COMMISSIONERS- PETTY CASH	SPECIAL PROJECTS	ADMIN	2,000.00
130937	OTERO COUNTY SHERIFF POSSE	UNIFORMS	SHERIFF/JAIL	68.00
130938	PRESTIGE DENTAL LLC	MATERIAL AID	AAA	1,725.00
130939	REAL DEALS MAGAZINE LLC	STEPP GRANT	HEALTH	1,150.00
130940	ROOTS CHIROPRACTIC & DRY NEEDLING PC	DRUG TESTING & DOT PHYSICALS	R&B	150.00
130941	SECOM	TELEPHONE/SECOM CIRCUIT	VARIOUS	5,714.94
130942	NOT A CHECK			-
130943	SECOM (911)	SECOM CIRCUIT	E911	1,436.40
130944	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	VARIOUS	153.62
130945	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	1,356.18
130946	SUTHERLAND LUMBER CO.	BUILDING MAINT/REPAIRS	G&B/SHERIFF	1,046.88
130947	SUTHERLAND LUMBER CO.	OPERATING SUPPLIES	LAND USE/R&B	1,019.02
130948	TASCOSA OFFICE MACHINES, INC	OPERATING SUPPLIES	SHERIFF/ADULT SERVICES	454.05
130949	THE SIGN SHOP, INC	OPERATING SUPPLIES	JAIL	81.00
130950	UNITED COMPANIES	ROAD OIL	R&B	7,616.59
130951	VALERIE COVINGTON	OPERATING SUPPLIES	SEP	29.71
130952	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	JAIL	310.00
130953	VIAERO WIRELESS	TELEPHONE	VARIOUS	2,613.03
130954	WALMART / CAPITAL ONE	OPERATING SUPPLIES	HEALTH	176.08
130955	WALMART / CAPITAL ONE	OPERATING SUPPLIES	SHERIFF/JAIL	316.05
4731	BRUCKNER TRUCK SALES INC	FOWLER SHOP FIRE	INSURANCE	176,751.00
4732	ARKANSAS VALLEY HOSPICE, INC	CAREGIVER SUPPORT	AAA	3,061.50

Check #	Vendor	Description	Department	Amount
4733	BACA COUNTY COMMISSIONERS	BACA COUNTY	AAA	450.00
4734	BACA HOME CARE AGENCY, INC	CAREGIVER SUPPORT	AAA`	3,984.00
4735	BENITA GONZALES	CONSUMABLES	SENIOR CENTER	29.07
4736	BOKF, NA	PRINCIPAL REDUCTION/DEBT SERVICE	JAIL	595,062.50
4737	CENTURYLINK	PURCHASED SERVICES-COMM	E911	343.89
4738	CHARM-TEX, INC	OPERATING SUPPLIES	JAIL	252.40
4739	DANIEL DAVIS	TRAVEL	ADULT SERVICE	160.31
4740	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
4741	DIGITCOM ELECTRONICS, INC	RADIO REPAIR	SHERIFF	217.39
4742	DITCH & RESERVOIR COMPANY ALLIANCE (DARCA)	WATER QUALITY PROJECT	ADMIN	1,500.00
4743	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICE	336.00
4744	FLOYD R WARD JR	TRAVEL	ADULT SERVICE	195.00
4745	GALLS, LLC	UNIFORMS	JAIL	352.21
4746	HD SUPPLY	BUILDING MAINT/REPAIRS	JAIL/G&B/R&B	1,278.14
4747	HIGH PLAINS AUDIOLOGY LLC	MATERIAL AID	AAA	4,000.00
4748	INTELLICHOICE, INC	SOFTWARE MAINTENANCE	JAIL	3,995.00
4749	J&A TRAFFIC PRODUCTS	SIGNS	R&B	3,344.41
4750	JENNIFER RIFE	TRAVEL	ADMIN	22.26
4751	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICE	251.00
4752	KENYON P. JORDAN, PHD	PRE-EMPLOYMENT COSTS	SHERIFF	325.00
4753	LAMAR AREA HOSPICE	III-B SERVICES	AAA	477.00
4754	LYNDA SCOTT	POSTAGE, BOX RENT, ETC	CLERK	14.18
4755	MARDONA L MORELAND	TRAVEL	ADULT SERVICE	498.00
4756	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	232.00
4757	NORTHERN TOOL & EQUIPMENT CO, INC	PARTS/SERVICE	R&B	118.74
4758	QUILL CORPORATION	OFFICE SUPPLIES	CLERK/ADMIN/VSO	309.31
4759	RESERVE ACCOUNT	POSTAGE	VARIOUS	1,630.00
4760	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICE	97.59
4761	ROCKY FORD FOOD MARKET LLC	FOOD/OPERATING SUPPLIES	JAIL	13,759.27
4762	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	900.00
4763	RUBY'S AUTO BODY, INC.	REPAIR/MAINT-MTR VEHICLES	SHERIF	3,131.09
4764	SAGE SERVICES, INC.	CONGREGATE/HOME DELIVERED MEALS	AAA	47,425.74
4765	SANDRA LEE ESTEP	TRAVEL	ADULT SERVICE	341.68
4766	SHELLY R BAUER	TRAVEL	ADULT SERVICE	60.00
4767	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	25.00
4768	VIRGIL K LENZ, JR	TRAVEL	ADULT SERVICE	738.96
4769	WALMART / TREVIPAY	OPERATING SUPPLIES	G&B/SHERIFF/JAIL/R&B	567.07
4770	WARRIOR KIT	BULLETPROOF VESTS	SHERIFF	4,003.00
				<u>962,892.17</u>

Fund Summary

010 - GENERAL FUND	52,939.23
020 - ROAD & BRIDGE FUND	23,250.02
040 - AAA FUND	87,126.32
045 - INSURANCE FUND	179,882.09
050 - DETENTION CENTER FUND	595,143.50
070 - GENERAL HUMAN SERVICES	7,398.95
080 - HEALTH FUND	13,224.55
090 - CLERK HIRE FUND	2,147.22
095 - E-911	1,780.29
	<u>962,892.17</u>

11/10/2025 to 12/5/2025

Commissioners' Calendar

Monday, November 10, 2025

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

Mon 11/10/2025 9:00 AM - 10:00 AM

Location: Room 212

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

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

Location: Room 212

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

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

Location: Room 212

Administration / RO, TK, JB, KS

Mon 11/10/2025 12:00 PM - 1:00 PM

Location: Room 212

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

Mon 11/10/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

Clerk & Recorder / LS, RO, TK, JB, KS

Mon 11/10/2025 2:30 PM - 3:00 PM

Location: Microsoft Teams Meeting

Tuesday, November 11, 2025

Veteran's Day - County Offices CLOSED

Tue 11/11/2025 (All day)

Wednesday, November 12, 2025

Lower Ark / Otero County

Wed 11/12/2025 9:00 AM - 10:00 AM

Location: Room 212 or Teams

RESADA / RO

Wed 11/12/2025 10:30 AM - 12:00 PM

Ark River Basin Roundtable / JB

Wed 11/12/2025 12:30 PM - 4:00 PM

Otero County Historic Preservation Advisory Board / KS

Wed 11/12/2025 4:00 PM - 5:00 PM

Friday, November 14, 2025**Veteran Lunch & Quilt of Valor Celebration**

Fri 11/14/2025 11:00 AM - 1:00 PM

Location: Our Lady of Guadalupe & St Patrick Catholic Church

Monday, November 17, 2025**OPI/OCLI**

Mon 11/17/2025 8:30 AM - 10:30 AM

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

Mon 11/17/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration/ KS, RO, TK, JB

Mon 11/17/2025 12:00 PM - 1:00 PM

Location: Room 212

Tuesday, November 18, 2025**DA Budget Meeting**

Tue 11/18/2025 1:00 PM - 2:00 PM

Location: Otero County Courthouse, Room 107 or virtually via Microsoft Teams

Wednesday, November 19, 2025

Lower Ark Water Conservancy / TK

Wed 11/19/2025 10:30 AM - 11:30 AM

SEBREA / RO

Wed 11/19/2025 12:00 PM - 1:00 PM

SAGE / RO

Wed 11/19/2025 2:00 PM - 3:00 PM

Thursday, November 20, 2025

SEWCD Board Meeting

Thu 11/20/2025 9:30 AM - 12:00 PM

Monday, November 24, 2025

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

Mon 11/24/2025 9:00 AM - 10:00 AM

Location: Room 212

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

Mon 11/24/2025 10:00 AM - 11:00 AM

Location: Room 212

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

Mon 11/24/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / KS, RO, TK, JB

Mon 11/24/2025 12:00 PM - 1:00 PM

Location: Room 212

Department of Human Services, Land Use, Commissioner's Meeting

Mon 11/24/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

SECOR / RO

Mon 11/24/2025 3:00 PM - 4:00 PM

Tuesday, November 25, 2025

Board of Health / KS, JB

Tue 11/25/2025 11:00 AM - 1:30 PM

Wednesday, November 26, 2025

SECOG/SECED / TK

Wed 11/26/2025 1:00 PM - 2:00 PM

Thursday, November 27, 2025

Thanksgiving - County Offices CLOSED

Thu 11/27/2025 to Fri 11/28/2025

Friday, November 28, 2025

Thanksgiving - County Offices CLOSED

Thu 11/27/2025 to Fri 11/28/2025

Monday, December 1, 2025

CCI Foundation Winter Conference

Mon 12/1/2025 to Wed 12/3/2025

Tuesday, December 2, 2025

CCI Foundation Winter Conference

Mon 12/1/2025 to Wed 12/3/2025

Wednesday, December 3, 2025

CCI Foundation Winter Conference

Mon 12/1/2025 to Wed 12/3/2025