



Rob Oquist - Commissioner Dist. 1
John Hostetter - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Amy White-Tanabe - County Administrator
Nathan Shultz - County Attorney

Office of the Commissioners

AGENDA

November 14, 2022

1. Call to Order
2. Public Comment (limit of 3 minutes)
3. Presentations
 - a. Veteran's Appreciation
4. 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, 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 and Payroll
 - c. Ratify – Area Agency on Aging – Resolution of Participation
5. Old Business
6. New Business
 - a. Mass Care Shelter Plan, Danny Chavez – Emergency Manager
 - b. Arkansas Basin Roundtable Appointment
7. Departmental Reports
8. Commissioners Report
9. Discussion
10. Announcements
 - a. Closure Announcement – State & County Offices, and Landfill will be closed on Thursday, November 24 and Friday, November 25, 2022, in observance of Thanksgiving.



October 24, 2022

The Board of County Commissioners now meets pursuant to adjournment.

| | | |
|----------|------------------|----------|
| Present: | Jim Baldwin | Chairman |
| | John Hostetler | Member |
| | Rob Oquist | Member |
| | Amy White-Tanabe | Admin |
| | Lynda Scott | Clerk |

Guests in attendance in person: Shawn Mobley, Harold Ross Vance, Kevin Karney, Bill Long, Cole Smith, Tim Knabenshue, Lex Nichols, Donna Rhode, Adrian Hart.

On Zoom:

Chr. Baldwin called the regular meeting to order.

Chr. Baldwin asked for public comment.

Sheriff Mobley presented commendations to Cole Smith for great detective work in tracking two con artists who were preying on the elderly and to Jose Pina for going above and beyond expectations in his daily service to the County.

Bill Long with the Southeastern Colorado Conservancy District talked about the Arkansas Valley Conduit and what it means to the valley. He wanted to thank the Commissioners for all their hard work on the project. Construction has begun. He did mention that there could be repercussions to not being involved in the conduit from the start, as it could cause the pipe to be smaller than originally planned and if an entity that decided to join after the fact may not be allowed.

Chr. Baldwin called for approval of the consent agenda. The agenda includes approval of the minutes from October 10, 2022; bills and payroll from October 1 to October 15, 2022. Co. Oquist motioned to approve the agenda. Co. Hostetler seconded. Motion carried.

Admin. White-Tanabe presented the Otero and Southeastern Conservancy District Agreement; it is the ARPA Subrecipient Agreement. This is an Intergovernmental Agreement (IGA) between Otero County and the Southeastern Colorado Water Conservancy District working through the Water Activity Enterprise. Co. Oquist motioned to approve the Agreement. Co. Hostetler seconded. Motion carried.

Lex Nichols, Public Works Director, presented a project between CDOT, BNSF, and the County for the intersection outside of Rocky Ford, CO, namely Hwy's 71 and 50. BNSF is involved because there is a railroad crossing on Hwy 71. The County will be responsible for maintenance. They hope to have the project complete by July of 2023. Mr. Nichols is asking for permission to sign the agreement. Co. Hostetler motioned to approve the agreement. Co. Oquist seconded. Motion carried.

Admin. White-Tanabe presented Resolution 2022-12 Formal Declination of Participation in Colorado Family and Medical Leave Insurance (FAMLI). The main reason we are opting out is because the County already has something similar that is being offered. Co. Oquist motioned to approve Resolution 2022-12. Co. Hostetler seconded. Motion carried.

Admin. White-Tanabe presented the fifth amendment to the Construction Contract originally dated October 25, 2021 with SM Construction, Inc. This amendment will add wayfinding signage, canopy heaters, and a built-in desk to the front entry. Co. Oquist motioned to approve the amendment to the contract. Co. Hostetler seconded. Motion carried.

Clerk Scott presented a Festival Liquor License application for J & M Liquors to serve beer and shots at a concert being held at the Valley Trading Post Event Center on November 5th, 2022. J & M Liquors will provide security and will check all ID's. Co. Oquist motioned to approve. Co. Hostetler seconded. Motion carried.

Admin. White-Tanabe presented the Peace Officers Behavioral Health grant application for 2022-2023. Admin. White-Tanabe collaborated with Sheriff Mobley to make sure this was something that would benefit the Sheriff's Office. The asking amount is \$52,205.00 and, if received, will assist with counseling, treatment if needed, and education. Sheriff Mobley thanked the Commissioners and Admin. White-Tanabe for applying for the grant. Co. Hostetler motioned to approve the grant application. Co. Oquist seconded. Motion carried.

Clerk Scott reported that early voting started today.

Admin. White-Tanabe reported on sales tax. Cumulative percent of change is 17.92%. Monthly percentage of change is 6. We are doing well.

Co. Oquist met with Sage, that is the Meals On Wheels nutrition for the elderly, they are doing well but are struggling like most employers in the State finding employees.

Co. Hostetler mentioned he had a busy week with several meetings.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, November 14th, 2022, at 1:30pm.

Clerk

Chairman

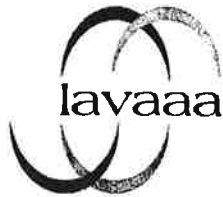
OTERO COUNTY PAYMENTS
OCTOBER 16 THROUGH OCTOBER 31, 2022

| Check # | Vendor | Description | Department | Amount |
|---------|--------------------------------------|------------------------------|------------------------|-----------|
| 125640 | BEAUTY BAR | REVOLVED LOANS | SMALL BUSINESS DEVELOP | 23,174.00 |
| 125641 | PARAMOUNT PERSPECTIVE UAS LLC | CDBG LOANS | SMALL BUSINESS DEVELOP | 19,440.50 |
| 125642 | ALAN M WADLEIGH | TRAVEL | ADULT SERVICES | 225.00 |
| 125643 | ALL RITE PAVING & REDI MIX, INC | ROAD OIL | G&B/R&B | 3,412.30 |
| 125644 | BLACK HILLS ENERGY | UTILITIES | HEALTH/R&B | 377.03 |
| 125645 | BOB BARKER COMPANY, INC | OPERATING SUPPLIES | JAIL | 161.45 |
| 125646 | BRIGITTE BROWN | TRAVEL | ADULT SERVICES | 544.00 |
| 125647 | CAVENEY AUDIOLOGY, LLC | AAA GENERAL FUND | AAA | 2,400.00 |
| 125648 | CITY OF LA JUNTA - UTILITIES | UTILITIES | VARIOUS | 10,660.47 |
| 125649 | CITY OF ROCKY FORD | UTILITIES | LAND USE | 121.73 |
| 125650 | COLORADO ASSESSOR ASSOCIATION | DUES, MEETINGS & TRAINING | ASSESSOR | 400.00 |
| 125651 | COLORADO DEPT OF PUBLIC HEALTH | OPERATING SUPPLIES | HEALTH | 1,032.00 |
| 125652 | COLORADO DEPT OF PUBLIC HEALTH | OWTS SURCHARGE | LAND USE | 720.00 |
| 125653 | COUNTY SHERIFFS OF COLORADO | DUES & MEETINGS | SHERIFF | 175.00 |
| 125654 | DAYLIGHT DONUTS | DUES & MEETINGS | R&B | 23.98 |
| 125655 | EL PASO COUNTY CORONER | AUTOPSY | CORONER | 1,950.00 |
| 125656 | FP MAILING SOLUTIONS | POSTAGE, BOX RENT, ETC | SHERIFF | 219.50 |
| 125657 | GOBIN'S INC | MAINTENANCE CONTRACTS | TREASURER/HEALTH | 113.26 |
| 125658 | GREAT AMERICA LEASING CORP. | LEASE | HEALTH | 84.16 |
| 125659 | JOHN DEERE FINANCIAL | BUILDING MAINT/REPAIRS | G&B | 76.62 |
| 125660 | JOHNETTE SUE FULLER | TRAVEL | ADULT SERVICES | 502.00 |
| 125661 | JR THOMPSON | P & Z BOARD FEES | LAND USE | 60.90 |
| 125662 | KIMBALL MIDWEST | PARTS/SERVICE | R&B | 212.88 |
| 125663 | LA JUNTA PRINTING COMPANY INC | PRINTING | TREASURER | 85.00 |
| 125664 | LEONARD TAFOYA | TRAVEL | ADULT SERVICES | 541.00 |
| 125665 | MARDONA L MORELAND | TRAVEL | ADULT SERVICES | 498.00 |
| 125666 | MITCHELL 1 | PARTS/SERVICE | R&B | 2,700.00 |
| 125667 | MOBILE RECORD SHREDDERS | DOCUMENT SHREDDING | VARIOUS | 52.00 |
| 125668 | MORGAN & SONS GLASS INC | PARTS/SERVICE | R&B | 48.00 |
| 125669 | NORMAN JAY SMITH | P & Z BOARD FEES | LAND USE | 77.10 |
| 125670 | OFFICE DEPOT, INC | OPERATING SUPPLIES | HEALTH | 62.55 |
| 125671 | OTERO COLLEGE | STEPP GRANT | HEALTH | 500.00 |
| 125672 | OTERO COUNTY COMMISSIONERS | RENT | ADULT SERVICES | 2,307.00 |
| 125673 | OTERO COUNTY SOCIAL SERVICES | SALARIES/OPERATING/RENT | ADULT SERVICES | 7,819.98 |
| 125674 | OTERO COUNTY TREASURER | MISCELLANEOUS | TREASURER | 135.18 |
| 125675 | PARKVIEW MEDICAL CENTER | MEDICAL SERVICES | JAIL | 750.00 |
| 125676 | QUADIENT FINANCE USA, INC | POSTAGE, BOX RENT, ETC | SHERIFF | 50.00 |
| 125677 | RAM PRODUCTS, LTD | PARTS/SERVICE | R&B | 225.68 |
| 125678 | RESERVE ACCOUNT | POSTAGE | ASSESSOR | 500.00 |
| 125679 | ROOTS CHIROPRACTIC & DRY NEEDLING PC | DRUG TESTING & DOT PHYSICALS | R&B | 100.00 |
| 125680 | SECOM | TELEPHONE/SECOM CIRCUIT | VARIOUS | 5,309.90 |
| 125681 | NOT A CHECK | | | |
| 125682 | SECOM (911) | SECOM CIRCUIT | E911 | 2,421.36 |
| 125683 | SHARON JONES | TRAVEL | TREASURER | 262.74 |
| 125684 | SIGNS & DESIGNS | SIGNS | R&B | 370.00 |
| 125685 | SOUTHEAST COLO WEED MGMT | WEED CONTROL | R&B | 11,677.63 |
| 125686 | SOUTHERN TIRE MART LLC | REPAIRS & MAINTENANCE | ADMIN | 317.72 |
| 125687 | TOTAL OFFICE SOLUTIONS | OFFICE SUPPLIES | TREASURER/ELECTIONS | 295.81 |
| 125688 | TOWN OF CHERAW | BUILDING MAINT/REPAIRS | ADMIN | 58.00 |
| 125689 | TRANE COMPANY | MAINTENANCE CONTRACTS | G&B | 5,622.75 |
| 125690 | ULINE, INC | BUILDING MAINT/REPAIRS | JAIL | 391.78 |
| 125691 | VALLEY PLUMBING & HEATING, INC | HOUSING | CSBG | 260.72 |
| 125692 | VALLEY-WIDE HEALTH SYSTEMS, INC | DENTAL | CSBG | 88.00 |
| 125693 | VANESSA ROMERO | TRAVEL/TRAINING | ADULT SERVICES | 39.75 |
| 125694 | VANHOOK ROCKS | BUILDING MAINT/REPAIRS | G&B | 40.00 |
| 125695 | VIAERO WIRELESS | TELEPHONE | VARIOUS | 2,015.97 |
| 125696 | VISA | OPERATING SUPPLIES | HEALTH | 4,018.00 |
| 125697 | WAGNER EQUIPMENT CO | PARTS/SERVICE | R&B | 1,122.17 |

| Check # | Vendor | Description | Department | Amount |
|---------|---------------------------------|-----------------------------------|------------------------|------------|
| 125698 | WALMART / CAPITAL ONE | OPERATING SUPPLIES/FOOD | SHERIFF/JAIL | 239.85 |
| 125699 | WALTER TUCKER | PARTS/SERVICE | R&B | 40.00 |
| 125700 | AWARDS BY TROPHY CITY | SPECIAL PROJECTS | G&B/ADMIN | 940.00 |
| 125701 | WALMART / CAPITAL ONE | AAA GENERAL FUND | AAA | 304.35 |
| 1904 | AMAZON CAPITAL SERVICES, INC | OPERATING SUPPLIES | G&B/JAIL | 171.26 |
| 1905 | CODE-4 COUNSELING, LLC | LAW ENFORCEMENT SUPPORT GRANTS | STATE GRANTS | 100.00 |
| 1906 | COLORADO STATE UNIVERSITY | UTILITIES | EXTENSION | 958.87 |
| 1907 | DAVE W HILL | P & Z BOARD FEES | LAND USE | 69.90 |
| 1908 | DEAN W CHASE | TRAVEL | ADULT SERVICES | 612.00 |
| 1909 | DIGITCOM ELECTRONICS, INC | MAINTENANCE CONTRACTS/PARTS & SVC | E911/R&B | 5,366.40 |
| 1910 | FLOYD R WARD JR | TRAVEL | ADULT SERVICES | 202.00 |
| 1911 | GALLS, LLC | UNIFORMS | SHERIFF | 123.99 |
| 1912 | GAYLE LANGAN | TRAVEL | ADULT SERVICES | 32.00 |
| 1913 | GREGGORY PORTCH | TRAVEL | ADULT SERVICES | 5.00 |
| 1914 | GT INDEPENDENCE | FMS CLIENT SERVICES/FEE EXPENSE | VDC | 24,916.06 |
| 1915 | J&A TRAFFIC PRODUCTS | SIGNS | G&B/R&B | 3,728.00 |
| 1916 | JACKI SHERIFF CLARK | TRAVEL | ADULT SERVICES | 291.00 |
| 1917 | LAW OFFICE OF RANDA DAVIS-TICE | LEGAL FEE CONTINGENCY | AAA | 417.00 |
| 1918 | LOCK MONKEY INC | BUILDING MAINT/REPAIRS | G&B | 731.01 |
| 1919 | LYNDA SCOTT | POSTAGE, BOX RENT, ETC | ELECTIONS | 9.90 |
| 1920 | MOTOROLA SOLUTIONS, INC. | LEASE PURCHASE-PRINCIPAL/INTEREST | E911 | 90,581.00 |
| 1921 | NEOGOV | PRE-EMPLOYMENT COSTS | SHERIFF/JAIL/TRANSPORT | 600.00 |
| 1922 | QUILL CORPORATION | OFFICE SUPPLIES | ADMIN | 214.15 |
| 1923 | ROBERT L KLINKERMAN | TRAVEL | ADULT SERVICES | 18.00 |
| 1924 | ROCKY FORD FOOD MARKET LLC | FOOD | JAIL | 2,653.57 |
| 1925 | SAGE SERVICES, INC. | SAGE SB-290 | AAA | 410,582.40 |
| 1926 | SAMANTHA BEEDY | TRAVEL | ADULT SERVICES | 1,276.00 |
| 1927 | SE CO WATER ACTIVITY ENTERPRISE | EXCESS CAPACITY | INTERGOVERNMENTAL | 2,179.75 |
| 1928 | SHERMAN FLOOR CARE | HOUSING | CSBG | 699.00 |
| 1929 | SM CONSTRUCTION INC | COURTHOUSE REMODEL/SINGLE ENTRY | CAPITAL IMPROVEMENT | 62,289.30 |
| 1930 | SOUTHEAST COLORADO POWER ASSN | UTILITIES | JAIL/R&B | 282.31 |
| 1931 | THE HOME DEPOT PRO | BUILDING MAINT/REPAIRS | G&B/R&B | 369.67 |
| 1932 | TYLA T HIATT | TRAVEL | ADULT SERVICES | 473.00 |
| 1933 | ZELMA NOVAK | TRAVEL | ADULT SERVICES | 13.00 |
| | | | | 728,340.31 |

Fund Summary

| | |
|---------------------------------|------------|
| 010 - GENERAL FUND | 37,172.15 |
| 011 - SMALL BUSINESS DEVELP RLF | 42,614.50 |
| 012 - CAPITAL IMPROVEMENT FUND | 62,289.30 |
| 020 - ROAD & BRIDGE FUND | 24,550.03 |
| 040 - AAA FUND | 439,078.35 |
| 070 - GENERAL HUMAN SERVICES | 16,585.00 |
| 080 - HEALTH FUND | 7,480.12 |
| 085 - CONSERVATION TRUST FUND | 58.00 |
| 090 - CLERK HIRE FUND | 230.50 |
| 095 - E-911 | 98,282.36 |
| 728,340.31 | |



advocacy | action | answers on aging

**Lower Arkansas Valley
Area Agency on Aging**

13 W 3rd Street, Rm 110
La Junta, CO 81050
Phone: 719-383-3166
Toll Free: 800-438-3762
FAX: 719-383-4607

October 27, 2022

Otero County Commissioners
13 W 3rd, Suite 212
La Junta, CO 81050

Dear Commissioners:

Attached is the RESOLUTION OF PARTICIPATION for Otero County
in the Lower Arkansas Valley Area Agency on Aging for FY 2022.

Please sign and return to our office by 11/15/2021.

Please submit your funding contribution of \$8,493, which is
approximately 17% of your estimated Title III-B, D and E
allocations, to our office by 12/10/2022.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Collins".

Jim Collins, Director
Lower Arkansas Valley Agency on Aging

A handwritten signature in black ink, appearing to read "Donna Rohde".

Donna Rohde, Director
Otero County Department of Human Services

Enclosures

JC/DR:tw

RESOLUTION OF PARTICIPATION

of

Otero County

in the

**LOWER ARKANSAS VALLEY AREA AGENCY ON AGING
PROGRAMMING FOR THE YEAR
JANUARY 1, 2022 – DECEMBER 31, 2022**

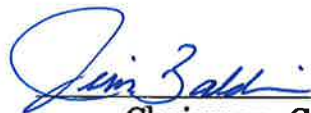
WHEREAS, Baca, Bent, Crowley, Kiowa, Otero and Prowers Counties are participating in the Lower Arkansas Valley Area Agency on Aging; and

WHEREAS, said counties receive continued programming through the Region VI Lower Arkansas Valley Area Agency on Aging; and

WHEREAS, a share of the funding is to be provided by the aforementioned counties.

IT IS THEREFORE RESOLVED by the Board of County Commissioners to provide funding in the amount of **\$8,493**.

APPROVED THIS 17th DAY OF November, 2022.



Chairman, County Commissioners



County Commissioner



County Commissioner



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

Office of the Commissioners

November 14, 2022

Arkansas Basin Roundtable Executive Committee
Mark Shea - Chair

Email: Mshea@csu.org

Dear Mr. Shea,

Otero County would like to appoint Commissioner Jim Baldwin as the County's representative to the Arkansas Basin Roundtable effective, today, November 14, 2022.

Regards,

Jim Baldwin, Chairman
Otero County Commissioner

John Hostetler
Otero County Commissioner

Rob Oquist
Otero County Commissioner



ocw@otero.gov

Mon 14 Nov 2022

9am - 10am Public Works / JH, RO, JB, LN, DG

10am - 11am Economic Development

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

12pm - 1pm Administration / JH, RO, JB

1:30pm - 2:30pm Department of Human Services

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

Tue 15 Nov 2022

2pm - 5pm Work Session / JH, RO, JB

Wed 16 Nov 2022

10:30am - 11:30am Lower Ark Water Conservancy -- JH

12pm - 1pm SEBREA – RO, DB

2pm - 3pm SAGE – RO

Mon 21 Nov 2022

8:30am - 10:30am OPI/OCLI

10am - 12pm Otero County Treasurer Tax Sale

11am - 12pm Emergency Management / JH, RO, JB, DC

12pm - 1pm Administration

1pm - 2pm Sheriff Mobley

6pm - 7pm West Otero Timpas Conservation District Meeting

Tue 22 Nov 2022

9:30am - 10:30am Courthouse Security

ocw@oterogov.org

2pm - 5pm Work Session / JH, RO, JB

Wed 23 Nov 2022

11am - 12pm SECOG/SECED - DB/JB

Thu 24 Nov 2022

All day County Closed / Thanksgiving

Fri 25 Nov 2022

All day County Closed / Thanksgiving

Mon 28 Nov 2022

9am - 10am Public Works / JH, RO, JB, LN, DG

10am - 11am Economic Development

11am - 12pm Department of Human Services

12pm - 1pm Administration / AT, RO, JH, JB

1:30pm - 2:30pm Department of Human Services

1:30pm - 2:30pm Land Use

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

3pm - 4pm SECOR