



**Rob Oquist** - 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**

**November 22, 2021**

- 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 Approval of Bills and Payroll**
  - 5.2 Sales Tax Report**
  - 5.3 Liquor License Approval, Creekside Smokehouse**
  - 5.4 2022 Ambulance Permits, Rocky Ford**
- 6.0 Other Business**
- 7.0 Departmental Reports**
- 8.0 Commissioners Report**
- 9.0 Discussion**
- 10.0 Announcements**
  - 10.1 Otero County offices, landfill, and courts will be closed November 25-26, 2021, to observe Thanksgiving.**



November 8<sup>th</sup>, 2021

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: Marty Lee, and Dennis Smith.

Guests in attendance via zoom: Anne Boswell, and Adrian Hart.

Chr. Baldwin called the meeting to order and requested approval of the minutes from October 25<sup>th</sup>, 2021. Co. Hostetler motioned to approve the minutes. Co. Oquist seconded. Motion carried.

Chr. Baldwin called for approval of bills and payroll for October 16<sup>th</sup> to October 31<sup>st</sup>, 2021. Co. Oquist motioned to approve the bills and payroll. Co. Hostetler seconded. Motion carried.

Clerk Scott reported that the election went well, no major problems. Discussion was held.

Admin. White-Tanabe reported that she has been in meetings concerning the construction on the new Magistrates office.

Treasurer Smith reported that there will be an in-person tax sale this year, last year's was by phone because of COVID-19 restrictions. There were 292 sales last year garnering approximately \$86,434.00 dollars. As of November 1<sup>st</sup>, 2021, there will be approximately 262 properties for sale. Discussion was held.

Co. Hostetler and Co. Oquist mentioned that they had a busy week of meetings with the budget and with the construction project.

Ann Boswell with KBLJ had a question about the jail discussion on November 9<sup>th</sup>. Admin. White-Tanabe explained that it will be a brainstorming session.

Admin. White-Tanabe made the announcement that the Courthouse will be closed on November 11<sup>th</sup>, for Veteran's Day.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, November 22<sup>nd</sup>, 2021, at 1:30pm.

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Clerk

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Chairman

OTERO COUNTY PAYMENTS  
NOVEMBER 1 THROUGH NOVEMBER 15, 2021

Check #	Vendor	Description	Department	Amount
123686	25-7 MEDIA, INC	SPECIAL PROJECTS	HEALTH	217.00
123687	4 RIVERS EQUIPMENT, LLC	PARTS/SERVICE	R&B	1,139.06
123688	A CUT ABOVE PEST CONTROL, LLC	MAINTENANCE CONTRACTS	LAND USE/G&B/JAIL	154.00
123689	ARKANSAS VALLEY ACCUMED	JAIL BASED SERVICES (JBBS)	STATE GRANTS	2,340.78
123690	ARKANSAS VALLEY COOP	PARTS/SERVICE	R&B	274.07
123691	ARKANSAS VALLEY HOSPICE, INC	CAREGIVER SUPPORT	AAA	1,383.28
123692	ARKANSAS VALLEY LUMBER & SUPPLY	BUILDING MAINT/REPAIRS	G&B/R&B	105.08
123693	BACA COUNTY COMMISSIONERS	AAA GENERAL FUND	AAA	977.00
123694	BACA COUNTY PUBLIC HEALTH AGENCY	AAA GENERAL FUND	AAA	183.85
123695	BACA COUNTY SOCIAL SERVICES	CAREGIVER SUPPORT	AAA	1,042.61
123696	BART MENDENHALL	GRAVEL	R&B	922.35
123697	BAUSERMAN'S MARKET	FOOD	JAIL	90.00
123698	BENT COUNTY COMMISSIONERS	AAA GENERAL FUND	AAA	653.52
123699	BLACK HILLS ENERGY	UTILITIES	VARIOUS	3,013.71
123700	BOB BARKER COMPANY, INC	OPERATING SUPPLIES	JAIL	339.91
123701	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	113.00
123702	CAPITAL ONE TRADE CREDIT	PARTS/SERVICE	R&B	5,319.70
123703	CAVENEY AUDIOLOGY, LLC	AAA GENERAL FUND	AAA	1,800.00
123704	CENTURYLINK - SEATTLE, WA	PURCHASED SERVICES-COMM	E911	2,256.66
123705	CITY OF LA JUNTA	RENT	HEALTH	500.00
123706	CITY OF LA JUNTA TRANSIT	AAA GENERAL FUND	AAA	2,528.00
123707	COLORADO ASSESSOR ASSOCIATION	DUES, MEETINGS & TRAINING	ASSESSOR	400.00
123708	COLORADO BUREAU OF INVESTIGATION	CONCEALED HAND GUN PERMIT	SHERIFF	445.50
123709	COLORADO COUNTY ATTORNEY ASSN (CCAA)	DUES & MEETINGS	COUNTY ATTORNEY	100.00
123710	COLORADO DEPT LABOR & EMPLOYMENT	UNEMPLOYMENT	JAIL	770.00
123711	COLORADO DEPT OF REVENUE	JAIL COMMISSARY (SHERIFF)	SHERIFF	16.00
123712	COMPANION LIFE INSURANCE COMPANY	LIFE INSURANCE & AD&D PREMIUMS	MED TRUST	2,520.00
123713	COUNTRY CHIROPRACTIC, PC	DRUG TESTING & DOT PHYSICALS	R&B	200.00
123714	COUNTY SHERIFFS OF COLORADO	CONCEALED HAND GUN PERMIT	SHERIFF	50.00
123715	CROWLEY COUNTY COMMISSIONERS	AAA GENERAL FUND	AAA	260.52
123716	DAYLIGHT DONUTS	DUES & MEETINGS	G&B/R&B	39.60
123717	DEEP ROCK	MISCELLANEOUS	VARIOUS	275.52
123718	DENVER INDUSTRIAL SALES & SERVICE CO	ROAD OIL	R&B	10,976.00
123719	DIGITCOM ELECTRONICS, INC	MAINTENANCE CONTRACTS	E911	5,280.00
123720	GOBIN'S INC	MAINTENANCE CONTRACTS	VARIOUS	1,093.90
123721	GRAINGER, INC	PARTS/SERVICE	G&B/R&B	93.94
123722	GREAT AMERICA LEASING CORP.	MAINTENANCE CONTRACTS	ASSESSOR	147.00
123723	GREGGORY PORTCH	TRAVEL	ADULT SERVICES	115.00
123724	HIGH PLAINS AUDIOLOGY LLC	AAA GENERAL FUND	AAA	1,200.00
123725	INDUSTRIAL HEALTH SERVICE, INC	PRE-EMPLOYMENT COSTS	VARIOUS	399.60
123726	INLAND TRUCK PARTS & SERVICE	PARTS/SERVICE	R&B	95.44
123727	INTEGRATED VOTING SOLUTIONS	PRINTING/POSTAGE	ELECTIONS	11,854.48
123728	INTERSTATE BILLING SERVICE	PARTS/SERVICE	R&B	427.88
123729	JACK'S BODY SHOP	REPAIR/MAINT-MOTOR VEHICLES	TRANSPORT	60.00
123730	JARRED WATKINS	DRUG TESTING & DOT PHYSICALS	R&B	50.00
123731	JOHN DEERE FINANCIAL	PARTS/SERVICE	LANDFILL/R&B	523.04
123732	KVAY-FM	STEEP GRANT	HEALTH	105.00
123733	LA JUNTA TRADING COMPANY, INC	BUILDING MAINT/REPAIRS	G&B/R&B/JAIL/HEALTH	698.04
123734	LOCK MONKEY INC	BUILDING MAINT/REPAIRS	G&B	750.00
123735	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	317.00
123736	MARTIN PIPE & STEEL, INC	PARTS/SERVICE/CATTLE GUARDS	R&B	6,808.95
123737	MGT OF AMERICA CONSULTING, LLC	COST ALLOCATION PLAN	ADMIN	5,350.00
123738	MHC KENWORTH-PUEBLO	FLUIDS	LANDFILL	375.19
123739	MID-AMERICAN RESEARCH CHEMICAL	BUILDING MAINT/REPAIRS	G&B/R&B	736.46
123740	MOBILE RECORD SHREDDERS	DOCUMENT SHREDDING	VARIOUS	124.00
123741	MORGAN & SONS GLASS INC	PARTS/SERVICE	R&B	175.00
123742	OFFICE DEPOT, INC	OPERATING SUPPLIES	HEALTH	115.72

Check #	Vendor	Description	Department	Amount
123743	O'REILLY AUTO PARTS	PARTS/SERVICE	SHERIFF/R&B	897.77
123744	OTERO COUNTY ROAD & BRIDGE	REPAIR/MAINT-MOTOR VEHICLES	VARIOUS	615.49
123745	OTERO COUNTY SHERIFF DEPT -PETTY CASH	PRE-EMPLOYMENT COSTS	JAIL	30.00
123746	OTERO PARTNERS, INC	DA BUILDING EXPENSES	INTERGOVERNMENTAL	862.16
123747	PIPEYARD	CULVERTS	R&B	79.90
123748	PITNEY BOWES, INC	MAINTENANCE CONTRACTS	VARIOUS	356.97
123749	POWER EQUIPMENT COMPANY	PARTS/SERVICE	R&B	108.57
123750	PROWERS AREA TRANSIT	PROWERS AREA TRANSIT	AAA	1,943.81
123751	PUEBLO BRAKE AND CLUTCH, INC	PARTS/SERVICE	R&B	929.68
123752	PUEBLO RADIATOR REPAIR	PARTS/SERVICE	R&B	550.00
123753	QUILL CORPORATION	OFFICE SUPPLIES	ADMIN/G&B	281.02
123754	RANCHERS SUPPLY OF LA JUNTA, INC	BRIDGE MAINTENANCE	R&B	56.94
123755	RESCUE ESSENTIALS	MEDICAL SERVICES	JAIL	241.06
123756	RESERVE ACCOUNT	POSTAGE, BOX RENT, ETC	CLERK/ELECTIONS/ADMIN	870.00
123757	ROCKY FORD AUTO PARTS	PARTS/SERVICE	R&B	31.53
123758	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	ELECTIONS/HEALTH	387.20
123759	ROCKY FORD FOOD MARKET LLC	FOOD/SUPPLIES	JAIL	2,170.95
123760	ROOTS CHIROPRACTIC & DRY NEEDLING PC	DRUG TESTING & DOT PHYSICALS	R&B	300.00
123761	RUSLER IMPLEMENT CO	PARTS/SERVICE	R&B	177.47
123762	SAGE SERVICES, INC.	SAGE C-2 HOME DELIVERY/AAA GEN FUND	AAA	119,060.00
123763	SANDRA K LYTLE	TRAVEL	ELECTIONS	36.45
123764	SECOM	SECOM CIRCUIT/TELEPHONE	VARIOUS	5,372.23
123765	NOT A CHECK			-
123766	SECOM (911)	SECOM CIRCUIT	E911	513.00
123767	SHANNON CASILLAS	TRAVEL	ELECTIONS	10.35
123768	SKYLINE STEEL	BRIDGE MAINTENANCE	R&B	3,020.00
123769	SNO-WHITE LINEN & UNIFORM RENTAL	PARTS/SERVICE	R&B	163.34
123770	SOUTHERN COLO ECONOMIC DEVELOPMENT DIST	SCEDD	INTERGOVERNMENTAL	4,331.13
123771	STEIR FUEL & OIL	FLUIDS	R&B	175.40
123772	TASC	FEES	MED TRUST	250.00
123773	TEZAK HEAVY EQUIPMENT CO., INC.	BRIDGE MAINTENANCE	R&B	4,130.35
123774	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	G&B/R&B	1,118.64
123775	THOMSON REUTERS - WEST	SOFTWARE/HARDWARE RENTAL	SHERIFF	314.99
123776	TOTAL CONCEPT	CDBG - TRI COUNTY HOUSING	STATE GRANTS	17,452.22
123777	TOWN OF CHERAW	BUILDING MAINT/REPAIRS	ADMIN	29.00
123778	TOWN OF FOWLER	UTILITIES	R&B	102.48
123779	TOWN OF SWINK	UTILITIES	R&B	103.43
123780	TRANS-WEST TRUCKS, INC	PARTS/SERVICE	R&B	78.99
123781	TRIPLE T AUTO PARTS	PARTS/SERVICE	R&B	2.48
123782	VALLEY PLUMBING & HEATING, INC	SHOP MAINTENANCE	R&B	107.00
123783	VERONICA MATA	TRAVEL	ELECTIONS	61.65
123784	VIAERO WIRELESS	TELEPHONE	VARIOUS	645.10
123785	VISA	DUES & MEETINGS/TRAVEL/OPERATING	VARIOUS	11,849.69
123786	NOT A CHECK			-
123787	VISA-SHERIFF OFFICE	DUES & MEETINGS/TRAVEL/OPERATING	SHERIFF/JAIL	5,413.94
123788	WAGNER EQUIPMENT CO	PARTS/SERVICE	R&B	5,956.74
123789	WALMART / CAPITAL ONE	OPERATING/SHOP SUPPLIES	R&B	662.08
123790	WALMART / CAPITAL ONE	OPERATING SUPPLIES	HEALTH	443.60
123791	WALTER TUCKER	PARTS/SERVICE	R&B	40.00
123792	WARRIOR KIT	BULLETPROOF VESTS	SHERIFF	1,208.97
123793	WEAR PARTS & EQUIPMENT CO, INC.	PARTS/SERVICE	R&B	612.64
123794	X-TREME H2O	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	118.96
123795	JERRY NELSON	VETERANS DAY CONCERT	VSI	2,861.28
123796	LARRY SHIRLEY	VETERANS DAY CONCERT	VSO	200.00
123797	RACHEL NELSON	VETERANS DAY CONCERT	VSO	71.15
1269	AMAZON CAPITAL SERVICES, INC	OPERATING	STATE GRANTS/SHERIFF	129.33
1270	BACA HOME CARE AGENCY, INC	AAA GENERAL FUND	AAA	546.00
1271	CENTURYLINK	PURCHASED SERVICES-COMM	E911	296.30
1272	CENTURYLINK	TELEPHONE	SHERIFF/AAA	60.89
1273	DEAN W CHASE	TRAVEL	ADULT SERVICES	549.00

Check #	Vendor	Description	Department	Amount
1274	DEE ANN LYONS	MEDICAL SERVICES	STATE GRANTS/JAIL	3,160.90
1275	GT INDEPENDENCE	FMS CLIENT SERVICES	VDC	1,732.14
1276	LAMAR AREA HOSPICE	CAREGIVER SUPPORT	AAA	2,181.45
1277	LEA A MELGOSA	TRAVEL	ADULT SERVICES	465.00
1278	PSA WORLDWIDE CORP	SPECIAL PROJECTS	HEALTH	1,625.07
1279	SHELLY R BAUER	TRAVEL	ADULT SERVICES	66.00
1280	SHULTZ LAW OFFICE LLC	CONTRACT SERVICES	VARIOUS	1,955.00
1281	SOUTHEAST COLORADO POWER ASSN	UTILITIES	JAIL/R&B	449.45
1282	TRISPOKE TECHNOLOGIES, LLC	CIVIL PROCESS FEES	SHERIFF	98.01
1283	VALCRETE	BRIDGE MAINTENANCE	R&B	514.00
1284	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	40.00
1285	WAXIE SANITARY SUPPLY	OPERATING SUPPLIES	G&B	1,447.85
1286	WEX BANK	GAS & OIL	SHERIFF/TRANSPORT	4,577.81
1287	WEX BANK	GAS	R&B	704.31
1288	WEX BANK	OCHD VEHICLE	HEALTH	172.98
1289	WEX BANK	GAS & OIL	ADMIN	86.69
				296,568.34

Fund Summary

010 - GENERAL FUND	83,097.92
011 - SMALL BUSINESS DEVELP RLF	295.49
020 - ROAD & BRIDGE FUND	49,794.87
025 - MEDICAL TRUST FUND	2,770.00
040 - AAA FUND	136,003.42
045 - INSURANCE FUND	462.39
070 - GENERAL HUMAN SERVICES	1,256.84
080 - HEALTH FUND	13,720.56
085 - CONSERVATION TRUST FUND	94.02
090 - CLERK HIRE FUND	726.87
095 - E-911	8,345.96
296,568.34	

OTERO COUNTY SALES TAX REPORT  
September 2021



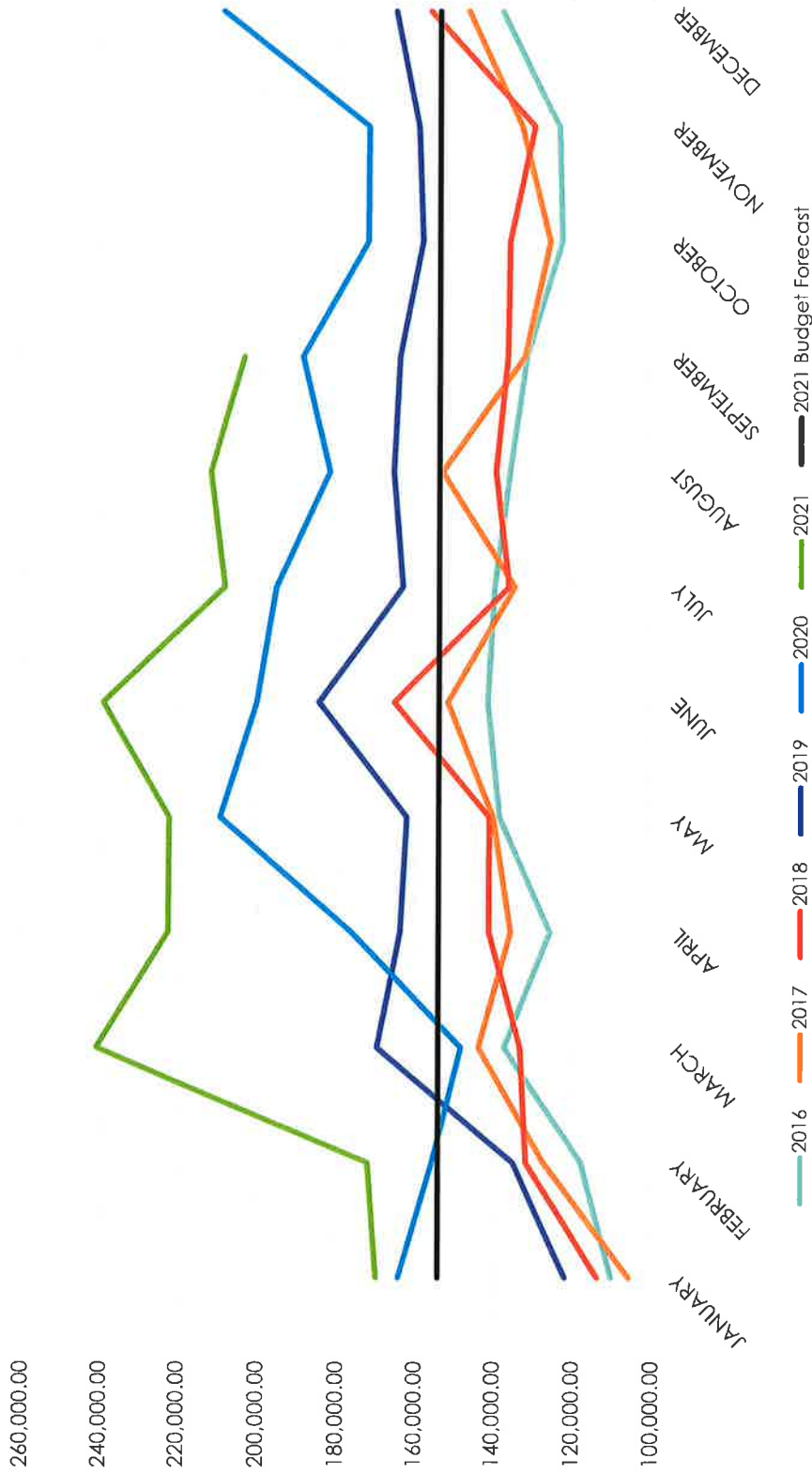
COLLECTED BY COUNTY \$ 26,739.27

COLLECTED BY STATE \$ 176,947.42

TOTAL COLLECTED **\$ 203,686.69** Received in November 2021

	2016	2017	2018	2019	2020	2021	2021 Budget Forecast	Monthly % of Change (+/-)	Cumm. % of Change
<b>BUDGET:</b>	<b>1,456,069</b>	<b>1,500,000</b>	<b>1,555,746</b>	<b>1,614,803</b>	<b>1,743,239</b>	<b>1,847,833</b>			
JANUARY	110,044.41	105,503.70	113,459.79	121,756.16	164,204.75	169,971.85	153,986.08	5,767.10	3.51%
FEBRUARY	117,725.29	127,099.50	131,577.49	134,870.23	155,565.19	172,203.77	153,986.08	16,638.58	10.70%
MARCH	137,223.95	143,664.30	133,034.88	169,740.89	148,242.14	240,998.68	153,986.08	92,756.54	62.57%
APRIL	125,664.43	135,538.61	141,116.64	163,970.82	176,369.71	222,632.31	153,986.08	46,262.60	26.23%
MAY	138,519.09	140,089.23	140,994.71	162,242.55	209,430.39	222,410.14	153,986.08	12,979.75	6.20%
JUNE	141,573.47	151,779.74	165,524.40	184,727.31	200,329.36	239,552.28	153,986.08	39,222.92	19.58%
JULY	139,936.53	134,639.90	136,107.09	163,345.65	195,467.90	208,403.20	153,986.08	12,935.30	6.62%
AUGUST	136,146.91	153,261.78	139,538.23	165,871.93	182,047.91	212,061.07	153,986.08	30,013.16	16.49%
SEPTEMBER	131,856.97	132,195.69	136,567.68	164,321.69	188,993.15	203,686.69	153,986.08	14,693.54	7.77%
OCTOBER	122,953.34	125,887.10	136,145.07	158,386.93	172,509.80	153,986.08	153,986.08		
NOVEMBER	123,689.65	133,063.60	129,733.81	159,523.44	172,425.63	153,986.08	153,986.08		
DECEMBER	138,217.02	146,721.18	156,427.85	165,446.96	209,094.53	153,986.12	153,986.12		
Adjustment									
<b>Totals</b>	<b>1,563,551.06</b>	<b>1,629,444.33</b>	<b>1,660,227.64</b>	<b>1,914,204.56</b>	<b>2,174,680.46</b>	<b>1,891,919.99</b>	<b>1,847,833.00</b>	<b>271,269.49</b>	<b>XXXXX</b>
									<b>XXXXX</b>

# Otero County Sales Tax Report



[ocw@otero.gov](mailto:ocw@otero.gov)

**Mon 22 Nov 2021**

9am - 10am E911 - RO

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

9:45am - 10:45am Underfunded Courthouse Grant-JB

10am - 11am Economic Development

1pm - 1:30pm 1041 Meeting

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

3pm - 4pm Regional Opioid Meeting

**Tue 23 Nov 2021**

9:30am - 10:30am Courthouse Security

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

**Wed 24 Nov 2021**

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

**Thu 25 Nov 2021**

All day Thanksgiving -- Courthouse Closed

Thu 25 Nov 2021 - Fri 26 Nov 2021

**Fri 26 Nov 2021**

All day Thanksgiving -- Courthouse Closed

Thu 25 Nov 2021 - Fri 26 Nov 2021

**Mon 29 Nov 2021**

All day CCI Winter Conference

Mon 29 Nov 2021 - Wed 1 Dec 2021

**Tue 30 Nov 2021**

All day CCI Winter Conference

Mon 29 Nov 2021 - Wed 1 Dec 2021

11am - 12pm Health Board



[ocw@otero.gov](mailto:ocw@otero.gov)

**Wed 1 Dec 2021**

All day CCI Winter Conference

Mon 29 Nov 2021 - Wed 1 Dec 2021

**Mon 6 Dec 2021**

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

2pm - 3pm Work Session

**Tue 7 Dec 2021**

9am - 10am County Attorney / JB, JH, RO, NS, SS

10am - 11am Administration / JH, RO, JB

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

**Wed 8 Dec 2021**

10am - 11am Otero Construction Conference

10:15am - 1:15pm Budget Work Session

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

12:30pm - 4pm Ark River Basin Roundtable / AW

4pm - 5pm Historic Preservation

**Fri 10 Dec 2021**

9am - 12pm STAC / JB

**Mon 13 Dec 2021**

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

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

[ocw@otero.gov](mailto:ocw@otero.gov)

1pm - 2pm Black Hills Energy

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

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

3pm - 4pm Economic Development