



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

Otero County Board of Commissioners

AGENDA

April 10, 2023

1. Call to Order
2. Pledge of Allegiance
3. Public Comment (limit of 3 minutes)
4. Presentations
 - a. Otero Historic Preservation Board Presentation, Rebecca Goodwin
5. 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
6. Old Business
7. New Business
8. Departmental Reports
9. Commissioners Report
10. Discussion
11. Announcements

March 27th, 2023

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Jim Baldwin	Commissioner
	Tim Knabenshue	Commissioner
	Amy White-Tanabe	Administrator
	Lynda Scott	Clerk

Guests in attendance in person: Bette McFarren, Adrian Hart, Mark MacDonnell, Rodney Fouracre, Tobin Wright, Donna Rohde, and Sam Vigil.
Zoom: Anne Boswell.

Chr. Oquist called the regular meeting to order.

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

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from March 13th, 2023, and bills and payroll for March 1st to March 15th, 2023. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented Resolution 2023-07. This resolution is amending resolution 2023-06 and adopting the Otero County Information Security Policy. There was a scribe's error. Co. Knabenshue motioned to approve. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe presented the FY 2023 EIAF Tier I/Tier II Grant Application Approval- Detention Center Phase III. Admin. White-Tanabe is asking for approval to apply for the DOLA grant. The grant amount could be up to one million and would be 50% of the construction. Co. Baldwin approved the grant application. Co. Knabenshue seconded. Motion carried.

Judges Mark MacDonnell and Sam Vigil, with the 16th Judicial District, Magistrate Rodney Fouracre, and Tobin Wright with Probation, came to thank the commissioners for the single entry into the courthouse. There was a lot of discussion on the single entry and the need for it, when in the planning stages. The courthouse now also has a Magistrates' courtroom and Mr. Fouracre voiced his appreciation for how well it turned out. It is small enough that it is not overwhelming and makes it easier. Mr. Wright also wanted to thank the commissioners on behalf of his staff for a job well done. The Commissioners returned the compliments to the Judges and other staff for working with them to make the project easier to complete.

Admin. White-Tanabe presented the sales tax report. For the month of December 2022, we collected 235 thousand with a 9% increase from 2021. With a total of 3% cumulative. For the month of January 2023, we collected 189 thousand which is 3.6% more than this time last year.

All the Commissioners attended several meetings. Construction meetings on the detention center, security meetings for the courthouse. Co. Knabenshue attended an emergency management meeting in Fowler, CO., OCLI meetings and SCEDD for enterprise development in the region. Chr. Oquist along with Admin. White-Tanabe attended RESADA meetings that included Southeast Mental Health, which helps with drug and alcohol use.

Admin. White-Tanabe announced that on April 7th, the County offices and the landfill will be closed for Good Friday.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, April 10th, 2023, at 1:30pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
MARCH 16 THROUGH MARCH 31, 2023

Check #	Vendor	Description	Department	Amount
126435	A CUT ABOVE PEST CONTROL, LLC	PARTS/SERVICE	R&B	270.00
126436	ACM DIESEL, LLC	PARTS/SERVICE	R&B	482.50
126437	ALAN M WADLEIGH	TRAVEL	ADULT SERVICES	88.00
126438	BLACK HILLS ENERGY	UTILITIES	R&B	371.99
126439	BOB BARKER COMPANY, INC	OPERATING SUPPLIES	JAIL	71.16
126440	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	546.00
126441	CITY OF LA JUNTA	TRAINING/REIMB	E911	2,596.38
126442	CITY OF LA JUNTA - UTILITIES	UTILITIES	VARIOUS	7,739.76
126443	CITY OF ROCKY FORD	UTILITIES	LAND USE/HEALTH	275.30
126444	COLO ASSN. LOCAL PUBLIC HEALTH OFFICIALS	DUES & MEETINGS	HEALTH	1,260.00
126445	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	883.00
126446	COLORADO SECRETARY OF STATE	DUES & MEETINGS	CLERK/ELECTIONS	40.00
126447	COLORADO STATE UNIVERSITY EXTENSION	SALARIES/TRAVEL/OPERATING	EXTENSION	6,889.61
126448	COOPERATIVE PERSONNEL SERVICES	SPECIAL PROJECTS	ADMIN/G&B	8,165.00
126449	DAVIS AUTO REPAIR	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	65.00
126450	DEEP ROCK	OPERATING SUPPLIES	ADMIN/SHERIFF/JAIL	302.76
126451	EL PASO COUNTY CORONER	AUTOPSY	CORONER	3,000.00
126452	EQUATURE	MAINTENANCE CONTRACTS	E911	4,924.00
126453	FASTENAL COMPANY	BUILDING MAINT/REPAIRS	G&B/SHERIFF/JAIL	439.94
126454	FOWLER RURAL FIRE PROTECT DISTRICT	AMBULANCE SERVICES-FOWLER	AMBULANCE SERVICE	2,500.00
126455	GOBIN'S INC	MAINTENANCE CONTRACTS/CAPITAL OUTLAY	TREAS./HEALTH/INT SVCS	11,367.05
126456	GRAINGER, INC	PARTS/SERVICE	R&B	178.33
126457	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.16
126458	GRIZZLY TIRE AND AUTO LLC	PARTS/SERVICE	R&B	15.00
126459	HANCOCK FROESE & CO., LLC	CONTRACT SERVICES	SMALL BUSINESS DEVELOP	855.00
126460	JOHN DEERE FINANCIAL	PARTS/SERVICE	R&B	601.88
126461	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
126462	KIMBALL MIDWEST	PARTS/SERVICE	R&B	836.92
126463	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	626.00
126464	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	323.00
126465	MCKESSON MEDICAL-SURGICAL	BT GRANTS	HEALTH	587.94
126466	MOBILE RECORD SHREDDERS	DOCUMENT SHREDDING	VARIOUS	124.00
126467	MORGAN & SONS GLASS INC	PARTS/SERVICE	R&B	60.00
126468	NATALIE J SMART	TRAVEL/TRAINING	ADULT SERVICES	30.74
126469	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
126470	OFFICE DEPOT, INC	OFFICE SUPPLIES	JAIL/HEALTH	631.33
126471	O'REILLY AUTO PARTS	REPAIR/MAINT-MOTOR VEHICLES	TRANSPORT	37.28
126472	OTERO COLLEGE	STEEP GRANT	HEALTH	50.00
126473	OTERO COUNTY COMMISSIONERS	LIABILITY INSURANCE	ADULT SERVICES	19,044.26
126474	OTERO COUNTY COMMISSIONERS	LIABILITY INSURANCE	HEALTH	32,026.72
126475	OTERO COUNTY COMMISSIONERS	RENT	ADULT SERVICES	2,471.00
126476	PIONEERS' MUSEUM	HISTORIC PRESERVATION BOARD	ADMIN	75.00
126477	PITNEY BOWES, INC	MAINTENANCE CONTRACTS	VARIOUS	205.08
126478	PRYOR GUNS INC	TACTICAL EQUIPMENT-SHERIFF	SHERIFF	305.98
126479	RAM PRODUCTS, LTD	PARTS/SERVICE	R&B	220.17
126480	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	ADMIN	513.43
126481	RUSLER IMPLEMENT CO	PARTS/SERVICE	R&B	71.85
126482	SECOM	SECOM CIRCUIT/TELEPHONE	VARIOUS	5,327.07
126483	NOT A CHECK			-
126484	SECOM (911)	SECOM CIRCUIT	E911	1,436.40
126485	SIGNS & DESIGNS	PARTS/SERVICE	R&B	30.00
126486	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	283.78
126487	TASC	FEES	MEDICAL TRUST	309.60
126488	TASCOSA OFFICE MACHINES, INC	OPERATING	ADULT SERVICES	197.86
126489	THE MASTER'S TOUCH LLC	POSTAGE	ASSESSOR	4,620.00
126490	TOTAL OFFICE SOLUTIONS	OFFICE SUPPLIES	CLERK	57.49
126491	TRI COUNTY GM INC.	PARTS/SERVICE	R&B	118.00

Check #	Vendor	Description	Department	Amount
126492	TRIAD COMPUTER SERVICES, INC	PURCHASES UNDER \$5,000	INTERNAL SERVICES	1,519.95
126493	VIAERO WIRELESS	TELEPHONE	VARIOUS	1,956.64
126494	VISA	OPERATING SUPPLIES	HEALTH	586.47
126495	WAGNER EQUIPMENT CO	PARTS/SERVICE	R&B	282.18
126496	WALMART / CAPITAL ONE	OPERATING SUPPLIES	HEALTH	210.21
126497	WALMART / CAPITAL ONE	PARTS/SERVICE	R&B	401.51
126498	WALMART / CAPITAL ONE	AAA GENERAL FUND	AAA	300.00
126499	WALMART / CAPITAL ONE	OFFICE SUPPLIES	ASSESSOR	211.80
126500	WALMART / CAPITAL ONE	FOOD/OPERATING	JAIL	269.83
126501	WITTMAN WELDING, LLC	PARTS/SERVICE	R&B	702.20
2257	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	ADMIN/G&B	103.97
2258	BENITA GONZALES	CONSUMABLES	SENIOR CENTERS	27.40
2259	BENT COUNTY SHERIFF	BOARDING PRISONERS	JAIL	58,920.00
2260	CENTURYLINK	TELEPHONE	SHERIFF/E911	367.13
2261	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
2262	DEAN W CHASE	TRAVEL	ADULT SERVICES	678.00
2263	DIGITCOM ELECTRONICS, INC	PURCHASES UNDER \$5,000	E911	849.50
2264	EMERGENCY SERVICES CHAPLAIN	STEEP GRANT	HEALTH	1,300.00
2265	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	381.00
2266	GALLS, LLC	UNIFORMS	SHERIFF/JAIL	603.60
2267	GAYLE LANGAN	TRAVEL	ADULT SERVICES	217.72
2268	GT INDEPENDENCE	FMS CLIENT SERVICES/FEE EXPENSE	VDC	43,979.31
2269	HIGH PLAINS AUDIOLOGY LLC	AAA GENERAL FUND	AAA	4,800.00
2270	J&A TRAFFIC PRODUCTS	SIGNS	R&B	4,450.00
2271	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	359.00
2272	PEACOCK-LARSEN FUNERAL HOME, INC	AUTOPSY	CORONER	375.00
2273	QUILL CORPORATION	OFFICE SUPPLIES	ADMIN/R&B	507.03
2274	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	140.09
2275	SHELLY R BAUER	TRAVEL	ADULT SERVICES	109.00
2276	SOUTHEAST COLORADO POWER ASSN	UTILITIES	R&B	723.76
2277	TAMMY S RIDENNOURE	HISTORIC PRESERVATION BOARD	ADMIN	754.02
2278	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	G&B	724.90
2279	TYLA T HIATT	TRAVEL	ADULT SERVICES	510.00
2280	VALCRETE	BRIDGE MAINTENANCE	R&B	4,677.81
2281	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	25.00
2282	VELASQUEZ AUTO GLASS LLC	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	310.00
2283	WARRIOR KIT	MISCELLANEOUS	CH SECURITY	<u>3,450.00</u>
				260,624.65

Fund Summary

010 - GENERAL FUND	105,746.26
011 - SMALL BUSINESS DEVL P RLF	855.00
020 - ROAD & BRIDGE FUND	15,680.59
025 - MEDICAL TRUST FUND	309.60
040 - AAA FUND	54,356.34
065 - INTERNAL SERVICES FUND	12,763.28
070 - GENERAL HUMAN SERVICES	21,054.64
080 - HEALTH FUND	39,134.44
090 - CLERK HIRE FUND	613.94
095 - E-911	<u>10,110.56</u>
	260,624.65

ocw@oterogov.org

Mon 10 Apr 2023

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

10am - 11am Economic Development

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

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

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

Tue 11 Apr 2023

10am - 11am Gallagher Update

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

Wed 12 Apr 2023

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

4pm - 5pm Historic Preservation

Thu 13 Apr 2023

9am - 3:30pm CCI - Steering Committee Meetings (tentative)

Fri 14 Apr 2023

9am - 3:30pm CCI - Steering Committee Meetings (tentative)

Mon 17 Apr 2023

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

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

1pm - 2pm Sheriff Mobley

Tue 18 Apr 2023

1pm - 2pm Construction Conference

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

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3pm - 4pm CDLE Rulemaking - Collective Bargaining

Wed 19 Apr 2023

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

11:30am - 1pm Arkansas Valley CASA Luncheon

12pm - 1pm SEBREA -- RO, DB

2pm - 3pm SAGE -- RO

Thu 20 Apr 2023

9:30am - 12pm SEWCD Board Meeting

11am - 1pm Staff Appreciation Event

Fri 21 Apr 2023

12pm - 1:30pm CCI - Legislative Briefing (tentative)

Mon 24 Apr 2023

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

10am - 11am Economic Development

11am - 12pm Department of Human Services

12pm - 1pm Administration / AT, RO, TK, 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