



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 June 9, 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
7. Old Business
8. New Business
 - a. Contractor Selection – Fowler Road & Bridge Post Fire Redevelopment
9. Departmental Reports
10. Commissioners' Report
11. Discussion
12. Announcements

May 27th, 2025

The Board of County Commissioners now meets pursuant to adjournment.

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

Guests in attendance in person: Tammy Ridenoure, Rebecca Goodwin, Adrian Hart, Nancy Harrington, and Betty McFarren.

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.

Rebecca Goodwin and Tammy Ridenoure, with the Otero County Historic Preservation Board, presented an educational workbook and teacher's guide for 3rd graders throughout the County on historical events and people that made a difference or contributed to our County. The books were funded by the CO2 Grant Project. The budget was \$14,070.00 and came in \$1,199.00 under budget due to over a thousand hours and over \$54,000.00 dollars' worth of volunteer or in-kind donations. The book is called Windows and Mirrors because if the 3rd graders can see themselves in it, they will have ownership in it and they will take care of it. At the end of the 2025-26 school year, a letter will be sent out asking what the schools thought of the books, what worked and what did not. Discussion was held. Mrs. Goodwin invited the Commissioners to the ceremony for the Manzanola United Methodist Church by the History of Colorado group on June 8, 2025, at 1:00pm for recognition of being added to the National Register.

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from May 12th, 2025, and bills and payroll for May 1st through May 15th, 2025. Co. Knabenshue motioned to approve the consent agenda. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe presented Resolution 2025-13 A Resolution Amending the Personnel Management Handbook. This will add clarity, consistency, and readability without making material changes to policies. Co. Baldwin motioned to approve the resolution. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented the sales tax report for March 2025. There was a 7% cumulative change from last year of \$247,126.00.

Co. Baldwin reported that he attended the Southeast Colorado Water Roundtable, and it sounds as though Otero County, and the Arkansas Valley could have issues with water this year due to only a 57% snowpack in the mountains. Co. Baldwin and Co. Knabenshue attended the Colorado Water Conservation Board (CWCB) meeting. The highlight of that meeting was the 16 counties wanting to buy out the Arkansas waterway.

Co. Knabenshue reported that he also attended the Southeast Water Conservancy District meeting, as well as OCLI. He also visited the DA building to see the progress of the renovation going on there.

Chr. Oquist reported that he attended several of the same meetings as Commissioner's Baldwin and Knabenshue. He also attended meetings with Sage Nutrition Services, Southeast Colorado Business Retention Expansion and Attraction (SEBREA), and Region Six Alcohol & Drug Abuse Corporation (RESADA). Chr. Oquist announced that they would be attending a CCI Conference next week.

With no further business, the Board adjourned the meeting.

Next meeting will be June 9th, 2025, at 1:30 pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
MAY 16 THROUGH MAY 31, 2025

Check #	Vendor	Description	Department	Amount
130186	MATTHEWS & SONS ELECTRIC	REVOLVED LOANS	SBD	5,500.00
130187	A CUT ABOVE PEST CONTROL, LLC	REPAIRS/MAINTENANCE	LAND USE	31.00
130188	AVRMC - PATIENT ACCOUNTS	MEDICAL SERVICES	JAIL	669.38
130189	BAUSERMAN'S MARKET	FOOD	JAIL	90.00
130190	BLACK HILLS ENERGY	UTILITIES	VARIOUS	597.89
130191	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	380.60
130192	CITY OF LA JUNTA	PURCHASED SERVICES-COMM	E911	1,558.22
130193	CITY OF LA JUNTA - UTILITIES	UTILITIES	VARIOUS	6,963.73
130194	CITY OF ROCKY FORD	UTILITIES/OPERATING	LAND USE/HEALTH/E911	3,550.26
130195	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	775.00
130196	COLORADO DEPT OF PUBLIC HEALTH	LABORATORY SERVICES	HEALTH	65.00
130197	COLORADO STATE UNIVERSITY	SECOR	HEALTH	13,996.91
130198	CROWLEY COUNTY JR FAIRBOARD	STEPP GRANT	HEALTH	20.00
130199	DARA JUNE HALLMAN	TRAVEL	CLERK	95.00
130200	DEPARTMENT OF LOCAL AFFAIRS	DOLA GRAY & BLACK MARIJUANA GRANT	STATE GRANTS	1,883.12
130201	GOBIN'S INC	OPERATING SUPPLIES	HEALTH	147.22
130202	GRAINGER, INC	BUILDING MAINT/REPAIRS	JAIL/G&B/R&B	656.02
130203	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.94
130204	GRIZZLY TIRE AND AUTO LLC	PARTS/SERVICE	R&B	270.00
130205	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
130206	JIMMY'S METAL WORKS, LLC	PARTS/SERVICE	R&B	1,412.71
130207	JOHN DEERE FINANCIAL	OPERATING SUPPLIES	SHERIFF/JAIL/G&B/R&B	1,449.46
130208	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
130209	KIMBALL MIDWEST	PARTS/SERVICE	G&B/R&B	2,207.93
130210	KVAY-FM	STEPP GRANT	HEALTH	125.00
130211	LA JUNTA VALLEY TIRE SHOP	FLUIDS	R&B	15.00
130212	LAURA LEE	SPECIAL PROJECTS	INSURANCE FUND	136.00
130213	LEDs, INC.	ERTB GRANT	CLERK TECH	71,520.20
130214	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	619.20
130215	MATTHEW MCINTYRE	P & Z BOARD FEES	LAND USE	65.42
130216	MFI MEDICAL EQUIPMENT, INC	OPERATING SUPPLIES	JAIL	2,301.00
130217	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	100.00
130218	MORGAN & SONS GLASS INC	PARTS/SERVICE	R&B	378.13
130219	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
130220	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	339.45
130221	O'REILLY AUTO PARTS	PARTS/SERVICE	R&B	1,077.00
130222	OTERO COUNTY COMMISSIONERS	OPERATING SUPPLIES	HEALTH/R&B	4,926.00
130223	OTERO COUNTY PUBLIC WORKS DEPT	PRINTING	ADMIN	20.00
130224	OTERO COUNTY SHERIFF DEPT -PETTY CASH	OFFICE SUPPLIES	SHERIFF	69.92
130225	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	SEP/AAA	6,895.98
130226	PRESTIGE DENTAL LLC	MATERIAL AID	AAA	1,758.72
130227	PROWERS AREA TRANSIT	PROWERS AREA TRANSIT	AAA	1,921.00
130228	ROCKY'S ELECTRIC & MECHANICAL	PARTS/SERVICE	R&B	1,613.56
130229	SECOM	SECOM CIRCUIT/TELEPHONE	VARIOUS	5,646.52
130230	NOT A CHECK			-
130231	SECOM (911)	SECOM CIRCUIT	E911	1,436.40
130232	SHRED AMERICA COLORADO	DOCUMENT SHREDDING	ADMIN/ADULT SERVICES	58.14
130233	SOUTHERN TIRE MART LLC	TIRES	R&B	6,240.29
130234	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	1,493.36
130235	SUTHERLAND LUMBER CO.	PARTS/SERVICE	R&B	967.05
130236	SUTHERLAND LUMBER CO.	BUILDING MAINT/REPAIRS	G&B/SHERIFF/JAIL	1,207.67
130237	SUTHERLAND LUMBER CO.	BUILDING MAINT/REPAIRS	G&B/SHERIFF/JAIL	748.43
130238	TASCOSA OFFICE MACHINES, INC	OPERATING	ADULT SERVICES	345.70
130239	TRANE COMPANY	MAINTENANCE CONTRACTS	G&B	6,250.50
130240	UNITED COMPANIES	ROAD OIL	R&B	11,867.10
130241	US POST OFFICE	POSTAGE, BOX RENT, ETC	CLERK	700.00
130242	VALLEY PLUMBING & HEATING, INC	BUILDING MAINT/REPAIRS	G&B	280.00
130243	VANESSA ROMERO	TRAVEL	SEP	103.35

Check #	Vendor	Description	Department	Amount
130244	VIAERO WIRELESS	TELEPHONE	VARIOUS	3,055.44
130245	WALMART / CAPITAL ONE	MATERIAL AID	AAA	356.00
130246	WALMART / CAPITAL ONE	FOOD/OPERATING	SHERIFF/JAIL	799.05
4310	NAME REDACTED	FSSP CLIENT SUPPORT	FSSP	500.00
4311	BACA COUNTY COMMISSIONERS	BACA COUNTY	AAA	753.00
4312	BENT COUNTY SHERIFF	BOARDING PRISONERS	JAIL	78,900.00
4313	CHARM-TEX, INC	JAIL BASED SERVICES (JBBS)	STATE GRANTS	310.86
4314	CIVICPLUS, LLC	CODIFICATION PROJECT	ADMIN	664.12
4315	CLEAN DESIGNS	OPERATING SUPPLIES	JAIL	66.09
4316	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
4317	DITCH & RESERVOIR COMPANY ALLIANCE	WATER QUALITY PROJECT	ADMIN	1,500.00
4318	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	1,199.60
4319	ERICA ADAMSON	SIS ASSESSMENTS	SEP	1,071.27
4320	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	807.60
4321	FRONTIER MORTUARY SUPPLY LLC	SUPPLIES	CORONER	1,206.00
4322	GALLS, LLC	UNIFORMS/OPERATING	SHERIFF/JAIL	498.91
4323	HD SUPPLY	BUILDING MAINT/REPAIRS	JAIL/SHERIFF/G&B/R&B	2,109.62
4324	IVOR JOHN HILL	CONTRACT SERVICES	ASSESSOR	1,076.20
4325	J&A TRAFFIC PRODUCTS	SIGNS	R&B	408.00
4326	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	124.00
4327	LYNDA SCOTT	TRAVEL	CLERK	95.00
4328	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	497.00
4329	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	301.00
4330	PUEBLO LOCK DOC	BUILDING MAINT/REPAIRS	G&B	300.00
4331	QUILL CORPORATION	OFFICE SUPPLIES	VARIOUS	704.44
4332	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	96.00
4333	ROCKY FORD FOOD MARKET LLC	FOOD/OPERATING	JAIL/R&B	3,889.11
4334	SAGE SERVICES, INC.	CONGREGATE/HOME DELIVERED MEALS	AAA	51,763.01
4335	SHELLY R BAUER	TRAVEL	ADULT SERVICES	61.00
4336	SOUTHEAST COLORADO POWER ASSN	RENTAL/LEASE	R&B	1,800.00
4337	STEVEN MARTINEZ	TRAVEL	ADULT SERVICES	331.60
4338	SYMBOL ARTS, LLC	OPERATING SUPPLIES	SHERIFF	1,898.50
4339	TYLA T HIATT	TRAVEL	ADULT SERVICES	319.40
4340	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	25.00
4341	VIRGIL K LENZ, JR	TRAVEL	ADULT SERVICES	687.40
4342	WEAR PARTS & EQUIPMENT CO, INC.	PARTS/SERVICE	R&B	1,319.56
				<u>333,410.16</u>

Fund Summary

010 - GENERAL FUND	189,104.17
011 - SMALL BUSINESS DEVELP RLP	5,500.00
020 - ROAD & BRIDGE FUND	34,611.00
040 - AAA FUND	60,419.42
045 - INSURANCE FUND	559.30
050 - DETENTION CENTER FUND	2,987.76
070 - GENERAL HUMAN SERVICES	10,919.83
080 - HEALTH FUND	20,376.24
090 - CLERK HIRE FUND	2,668.42
095 - E-911	6,264.02
	<u>333,410.16</u>

6/9/2025 to 6/20/2025

Commissioner's Calendar

Monday, June 9, 2025

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

Mon 6/9/2025 9:00 AM - 10:00 AM

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

Mon 6/9/2025 10:00 AM - 11:00 AM

Location: Room 212

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

Mon 6/9/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / RO, TK, JB, AT

Mon 6/9/2025 12:00 PM - 1:00 PM

Location: Room 212

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

Mon 6/9/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

Tuesday, June 10, 2025

CJ Montoya/Legal Interns

Tue 6/10/2025 9:00 AM - 10:00 AM

Leadership Planning

Tue 6/10/2025 11:00 AM - 12:00 PM

Dr. Bartolo

Tue 6/10/2025 1:00 PM - 2:00 PM

Wednesday, June 11, 2025

RESADA - RO

Wed 6/11/2025 10:30 AM - 12:00 PM

Ark River Basin Roundtable / JB

Wed 6/11/2025 12:30 PM - 4:00 PM

Historic Preservation

Wed 6/11/2025 4:00 PM - 5:00 PM

Monday, June 16, 2025

OPI/OCLI

Mon 6/16/2025 8:30 AM - 10:30 AM

Location: Room 107 or Zoom

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

Mon 6/16/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / AT, RO, TK, JB

Mon 6/16/2025 12:00 PM - 1:00 PM

Location: Room 212

Wednesday, June 18, 2025

Lower Ark Water Conservancy / TK

Wed 6/18/2025 10:30 AM - 11:30 AM

SEBREA / RO

Wed 6/18/2025 12:00 PM - 1:00 PM

SAGE / RO

Wed 6/18/2025 2:00 PM - 3:00 PM

Thursday, June 19, 2025

SEWCD Board Meeting

Thu 6/19/2025 9:30 AM - 12:00 PM

Congressman Jeff Hurd

Thu 6/19/2025 1:00 PM - 2:00 PM