



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

September 11, 2023

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)

5. Presentations
 - a. Lisa Trigilio, Program Director – Ft. Lyon Residential Supportive Community

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, 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

7. Old Business
8. New Business
 - a. Ratify agreement with Earth Services
 - b. Liquor License, Arkansas Valley CASA – Lyn Scott

9. Departmental Reports
10. Commissioners Report
11. Discussion
12. Announcements



August 28th, 2023

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Jim Baldwin	Commissioner
	Amy White-Tanabe	Administrator
	Veronica Mata	Deputy Clerk

Guests in attendance in person: Bette McFarren, Chad Penner.
Zoom: Anne Boswell.

Chr. Oquist asked everyone to stand for prayer and to recite 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 August 14th, 2023, and bills and payroll for August 1st, 2023 – August 15th, 2023. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe talked about the asbestos abatement contractor selection. We published a request for proposal for the current jail and Sheriff building to be abated before demolition. We received 5 bids for that project. We mathematically scored each with 60% of the score being the target date of completion. The second was scored on location. How many miles they are from Otero County, or here in La Junta at the courthouse. And lastly 30% of their score has to do with the cost proposal. Out of the 5 proposals, the cost ranged from \$52,851.00 up to \$360,000.00. In review of the 5 bids, Admin. White-Tanabe suggested the board consider Earth Services from Commerce City with a completion date of September 15, 2023. Their cost proposal was also the lowest cost at \$52,851.00. The closest bidder was in Pueblo West Colorado. Co. Knabenshue motioned to approve Earth Services from Commerce City for the asbestos abatement removal contract. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe has reviewed a grant application for SECRETAC, Southeastern Colorado Regional Emergency Trauma Advisory Council. The application is from Otero County EMS. They have applied for a \$15,000.00 grant. If funded, they would provide money to La Junta Fire, Rocky Ford Fire, Fowler Fire, and some education for East Otero School District. The funds would also be used for ambulance inspections and medical direction. Admin. White-Tanabe suggests the board approve the grant application for SECRETAC. Co. Baldwin motioned to approve the grant application for SECRETAC. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe gave the Sales Tax Report for June 2023 that was received in August 2023. The total collected was \$229,251.00. This was an increase of \$12,000.00 and 5.7% as compared to June of 2022. Comparing 2022 to 2023, we are ahead by 3.14%. Admin. White-Tanabe believes we will most likely meet our budget.

Admin. White-Tanabe spoke to the board about applying for a grant of \$5,800.00 with SECOG, Southeast Council of Government. This money has a 50/50 match. The money would be used to update the flooring and window coverings in the Bauserman room.

Co. Knabenshue spoke about the parades and meals involved with the County Fair. He represented Otero County at the SECOG meeting with discussion of grants and projects going on throughout the region. He also attended the SCED meeting with discussion of current housing projects being completed, along with future housing projects that are coming down from Prop 123. He reported on Hwy 50 and 71 constructions. There will be lights installed, however, due to supply shortages, we are looking between 3 to 6 months for completion. He also spoke about the Clean Valley Recycling meeting.

Chr. Oquist spoke about the Clean Valley Recycling meeting. The landfill was closed in Manzanola and the only landfill available is south of Swink. It doesn't take long to fill, to dig a new hole is very expensive.

Admin, White-Tanabe announced all County offices will be closed on September 4th for Labor Day.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, September 11th, 2023, at 1:30pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
AUGUST 16 THROUGH AUGUST 31, 2023

Check #	Vendor	Description	Department	Amount
127209	ARKANSAS VALLEY BALLOON FESTIVAL	STEPP GRANT	HEALTH	425.00
127210	HUERFANO SCHOOL DISTRICT RE-1	STEPP GRANT	HEALTH	1,000.00
127211	ACM DIESEL, LLC	PARTS/SERVICE	R&B	3,872.95
127212	ALAN M WADLEIGH	TRAVEL	ADULT SERVICES	84.00
127213	ALL RITE PAVING & REDI MIX, INC	ROAD OIL	R&B	15,060.53
127214	ARROWHEAD SCIENTIFIC, INC.	EVIDENCE TESTING	SHERIFF	134.11
127215	BACA COUNTY PUBLIC HEALTH AGENCY	STEPP GRANT	HEALTH	7,000.00
127216	BENT COUNTY PUBLIC HEALTH	STEPP GRANT	HEALTH	7,000.00
127217	BLACK HILLS ENERGY	UTILITIES	VARIOUS	1,089.05
127218	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	421.25
127219	CHARLES VOWELS	HOUSING	CSBG	2,346.30
127220	CHEYENNE COUNTY PUBLIC HEALTH	STEPP GRANT	HEALTH	7,000.00
127221	CITY OF LA JUNTA	PURCHASED SERVICES-COMM	E911	751.07
127222	CITY OF LA JUNTA - UTILITIES	UTILITIES	G&B/R&B/SHERIFF	9,139.77
127223	CITY OF ROCKY FORD	UTILITIES	LAND USE/HEALTH	273.77
127224	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	961.00
127225	COLORADO SECRETARY OF STATE	DUES & MEETINGS	CLERK/ELECTIONS	40.00
127226	DAVIS AUTO REPAIR	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	62.00
127227	DAYLIGHT DONUTS	DUES & MEETINGS	R&B	12.29
127228	DEEP ROCK	MISCELLANEOUS	ADMIN	63.44
127229	DUFFY CRANE - PUEBLO	DETENTION DEVELOPMENT	JAIL	1,932.00
127230	FASTENAL COMPANY	PARTS/SERVICE	SHERIFF/JAIL/R&B	650.49
127231	GOBIN'S INC	OPERATING SUPPLIES	HEALTH	136.07
127232	GRAINGER, INC	PARTS/SERVICE	R&B	245.24
127233	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.16
127234	GRIZZLY TIRE AND AUTO LLC	PARTS/SERVICE	R&B	125.00
127235	HAT & SPUR HARDWARE, LLC	HOUSING	CSBG	379.99
127236	INTEGRATED VOTING SOLUTIONS	POSTAGE, BOX RENT, ETC	ELECTIONS	1,800.00
127237	JACKSON AWARDS & DESIGN LTD	OPERATING	ADULT SERVICES	20.00
127238	JOHN DEERE FINANCIAL	BUILDING MAINT/REPAIRS	JAIL	81.98
127239	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	215.00
127240	KIMBALL MIDWEST	PARTS/SERVICE	R&B	300.53
127241	LA JUNTA TRADING COMPANY, INC	BUILDING MAINT/REPAIRS	G&B/CSBG	3,464.58
127242	LAS ANIMAS-HUERFANO COUNTY HEALTH DEPT	STEPP GRANT	HEALTH	14,000.00
127243	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	1,072.52
127244	LIFE LEARN U	JAIL BASED SERVICES (JBBS)	STATE GRANTS	875.00
127245	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	826.00
127246	MCKESSON MEDICAL-SURGICAL	MEDICAL SUPPLIES	HEALTH	70.01
127247	MICHELLE GRIEGO	STEPP GRANT	HEALTH	120.29
127248	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	50.00
127249	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	219.48
127250	O'REILLY AUTO PARTS	OPERATING SUPPLIES	SHERIFF	24.48
127251	OTERO COUNTY COMMISSIONERS	AUDIT/RENT	ADULT SERVICES	5,223.00
127252	OTERO COUNTY HEALTH DEPT - PETTY CASH	OPERATING SUPPLIES	HEALTH	57.13
127253	OTERO COUNTY HEALTH DEPT - PETTY CASH	OCHD VEHICLE	HEALTH	85.00
127254	OTERO COUNTY ROAD & BRIDGE	OCHD VEHICLE	HEALTH	46.36
127255	OTERO COUNTY SHERIFF DEPT -PETTY CASH	POSTAGE, BOX RENT, ETC	SHERIFF	5.40
127256	OTERO COUNTY SHERIFF POSSE	MISCELLANEOUS	COURTHOUSE SECURITY	26.00
127257	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	ADULT SERVICES	6,232.26
127258	NOT A CHECK			-
127259	PITNEY BOWES, INC	MAINTENANCE CONTRACTS	VARIOUS	481.36
127260	R.S. HUGHES COMPANY	OPERATING SUPPLIES	JAIL	82.87
127261	ROLAND QUINTERO	TRAVEL	ADULT SERVICES	48.00
127262	SAFARILAND, LLC	OPERATING SUPPLIES	SHERIFF	364.00
127263	SAFETY-KLEEN SYSTEMS, INC	PARTS/SERVICE	R&B	144.12
127264	SANTA FE SENIOR CITIZENS	RECREATIONAL	SENIOR CENTERS	71.97
127265	SECOM	TELEPHONE/SECOM CIRCUIT	VARIOUS	5,487.44
127266	NOT A CHECK			-

127267	SECOM (911)	SECOM CIRCUIT	E911	1,954.60
127268	SOURCE MANAGEMENT INC	MISCELLANEOUS	CLERK/ELECTIONS	34.84
127269	SOUTHEAST COLO WEED MGMT	WEED CONTROL	R&B	15,115.63
127270	SOUTHERN TIRE MART LLC	TIRES	SHERIFF/R&B/HEALTH	2,637.82
127271	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	1,284.16
127272	TYLER TECHNOLOGIES, INC.	MAINTENANCE CONTRACTS	ADMIN	1,279.09
127273	UPS FREIGHT	PARTS/SERVICE	R&B	1.21
127274	VANESSA ROMERO	TRAVEL/TRAINING	SEP	107.59
127275	VIAERO WIRELESS	TELEPHONE	VARIOUS	2,503.84
127276	VISA	CTC GRANT	HEALTH	820.16
127277	WALMART / CAPITAL ONE	OPERATING SUPPLIES	SHERIFF/JAIL	133.98
2592	ERICA ADAMSON	SIS ASSESSMENTS	SEP	347.06
2593	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	ADMIN/SHERIFF/JAIL	356.54
2594	BOKF, NA	FEES	DETENTION CENTER	1,500.00
2595	CENTURYLINK	PURCHASED SERVICES-COMM	E911	303.22
2596	DIGICARE HEARING SOLUTIONS INC	AAA GENERAL FUND	AAA	1,498.00
2597	DIGITCOM ELECTRONICS, INC	RADIO REPAIR	SHERIFF	75.00
2598	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	471.00
2599	FLOYD A ORNELAS JR	TRAVEL	ADULT SERVICES	387.00
2600	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	472.00
2601	GALLS, LLC	UNIFORMS	SHERIFF	260.99
2602	GAYLE LANGAN	TRAVEL	ADULT SERVICES	123.90
2603	HIGH PLAINS AUDIOLOGY LLC	AAA GENERAL FUND	AAA	2,400.00
2604	J&A TRAFFIC PRODUCTS	SIGNS	R&B	439.80
2605	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	156.00
2606	JESSICA MADRID	OPERATING SUPPLIES	E911	46.52
2607	LOCK MONKEY INC	BUILDING MAINT/REPAIRS	G&B/ELECTIONS	1,571.26
2608	NEWMAN TRAFFIC SIGNS	SIGNS	R&B	922.08
2609	QUILL CORPORATION	OFFICE SUPPLIES	ADMIN/ADULT SERVICES	591.11
2610	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	94.00
2611	SANDRA LEE ESTEP	TRAVEL	ADULT SERVICES	991.37
2612	SHELLY R BAUER	TRAVEL	ADULT SERVICES	74.16
2613	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	LAND USE/G&B	106.28
2614	TYLA T HIATT	TRAVEL	ADULT SERVICES	606.07

141,450.54

Fund Summary

010 - GENERAL FUND	24,472.50
020 - ROAD & BRIDGE FUND	38,963.61
040 - AAA FUND	7,640.90
050 - DETENTION CENTER FUND	3,432.00
070 - GENERAL HUMAN SERVICES	20,807.29
080 - HEALTH FUND	41,438.74
090 - CLERK HIRE FUND	1,640.09
095 - E-911	3,055.41
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	141,450.54

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Mon Sep 11, 2023

10am - 11am Economic Development

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

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

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

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

2:30pm - 4:30pm SCEDD - RO

Tue Sep 12, 2023

All day Southeast Rural Philanthropy Days

8:45am - 12:15pm Agritourism / RO

1pm - 2pm Construction Meeting

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

Wed Sep 13, 2023

All day Southeast Rural Philanthropy Days

9am - 10:30am Philanthropy Days Keynote/RO

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

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

4pm - 5pm Historic Preservation

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Thu Sep 14, 2023

All day Southeast Rural Philanthropy Days

Mon Sep 18, 2023

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

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

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

1pm - 2pm Sheriff Mobley

2pm - 3pm Budget Hearing - DHS

3pm - 4pm Budget Hearing - Economic Development

Tue Sep 19, 2023

9am - 10am Budget Hearing - Treasurer

10am - 11am Budget Hearing - CSU Extension Office

11am - 12pm Budget Hearing - Emergency Management

1pm - 2pm Budget Hearing - OCSO

2pm - 3pm HOLD budget Hearing

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

3pm - 4pm Budget Hearing - Land Use

Wed Sep 20, 2023

9am- 10am HOLD budget Hearing

10am - 11 am Budget Hearing - R&B/Facilities

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

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11am - 12pm HOLD budget Hearing

12pm - 1pm SEBREA – RO, DB

2pm - 3pm SAGE -- RO

3pm - 4pm HOLD budget Hearing

Thu Sep 21, 2023

9am - 10am HOLD budget Hearing

9:30am - 12pm SEWCD Board Meeting

10am - 11am HOLD budget Hearing

11am - 12pm Budget Hearing - OCHD

Fri Sep 22, 2023

9am - 4pm CCI - Steering Committee Meetings (tentative)

Mon Sep 25, 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