



Rob Oquist - Commissioner Dist. 1
Tim Knabenshue - Commissioner Dist. 2
Jim Baldwin - Commissioner Dist. 3
Kaysie Schmidt – County Administrator
Nathan Shultz - County Attorney

Otero County Board of Commissioners

AGENDA September 8, 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
9. Departmental Reports
10. Commissioners' Report
11. Discussion
12. Announcements



August 25th, 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 |
| | Shannon Casillas | Chief Deputy Clerk |

Guests in attendance in-person: Nancy Harrington, Bette McFarren, Rick Kenitz, and Adrian Hart.

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

Chr. Oquist called the regular meeting to order.

Rick Kenitz, with the City of Aurora, wanted to notify the commissioners that they have been communicating with Southeastern Water Conservancy on Intergovernmental Agreement (IGA) issues. They want to have some meetings with Otero County regarding these issues. The commissioners are looking forward to having these meetings.

Chr. Oquist called for approval of the consent agenda. The agenda includes approval of the minutes from August 11th, 2025, and bills and payroll for August 1st through August 15th, 2025. Co. Baldwin motioned to approve the consent agenda. Co. Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented a Draft Memorandum of Understanding between Southeastern Colorado Water Conservancy District, Otero County, the Colorado Water Conservation Board, and Colorado Water Resources and Power Development Authority. This draft will be the framework for Otero County to be the fiscal agent for a 30-million-dollar grant which will go to the design, construction, maintenance, and ongoing operation of the conduit project for safe drinking water for Southeast Colorado. Co. Knabenshue motioned to approve Memorandum of Understanding. Co. Baldwin seconded. Motion carried.

Admin. White-Tanabe presented the sales tax report. Monies collected for the month of June 2025 that were received in August 2025 are \$237,078.00, a monthly increase of 5% and a cumulative change of 3% from 2024.

Co. Knabenshue shared that he attended several meetings. He met with our Veterans Service Officer and managers about helping our Veterans with assistance. He attended a meeting regarding the Tarantula Fest, a Colorado Counties Incorporated (CCI) meeting, and a roundtable meeting with our local farms, Mills, Knapp's and Hirakata's. He mentioned that today is Amy White-Tanabe's last meeting and wanted to thank her for all her hard work, she will be missed!

Chr. Oquist attended the same meetings as Co. Knabenshue and wanted to give a special thanks to Rick Ward, Otero County's Veterans Service Officer (VSO). We are proud to say that Otero County is ranked #1 in the state regarding helping our Veterans. Also, a big thanks to Amy!

Admin White-Tanabe announced the County offices will be closed September 1st, 2025, for Labor Day holiday.

With no further business, the Board adjourned the meeting.

Next meeting will be Monday, September 8th, 2025, at 1:30 pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
AUGUST 16 THROUGH AUGUST 31, 2025

| Check # | Vendor | Description | Department | Amount |
|---------|--|---------------------------|------------------------|------------|
| 130644 | AT&T MOBILITY | TELEPHONE | EM MGMT | 84.76 |
| 130645 | NEW VENTURE | CDBG LOANS | SBD | 125,000.00 |
| 130646 | 719 SECURITY LLC | BUILDING MAINT/REPAIRS | G&B | 75.00 |
| 130647 | A CUT ABOVE PEST CONTROL, LLC | BUILDING MAINT/REPAIRS | G&B | 78.00 |
| 130648 | ACM DIESEL, LLC | PARTS/SERVICE | R&B | 7,492.72 |
| 130649 | AVRMC - PATIENT ACCOUNTS | MEDICAL SERVICES | SHERIFF/JAIL | 591.27 |
| 130650 | BARBARA HERNANDEZ | TRAVEL | AAA | 275.60 |
| 130651 | BLACK HILLS ENERGY | UTILITIES | G&B/R&B/SENIOR CENTERS | 1,042.98 |
| 130652 | BRIGITTE BROWN | TRAVEL | ADULT SERVICES | 305.00 |
| 130653 | CHRISTOPHER M MENGES | HRSA | HEALTH | 20.25 |
| 130654 | CITY OF LA JUNTA - UTILITIES | UTILITIES | G&B/R&B/SHERIFF | 9,745.45 |
| 130655 | CITY OF ROCKY FORD | UTILITIES | LAND USE/HEALTH | 294.41 |
| 130656 | COLORADO ASSOCIATION OF AAA | OPERATIONS | AAA | 757.59 |
| 130657 | COLORADO DEPT OF PUBLIC HEALTH | OPERATING SUPPLIES | HEALTH/R&B | 974.69 |
| 130658 | COLORADO STATE UNIVERSITY | SECOR | HEALTH | 18,745.27 |
| 130659 | CONSULTING WITH A HART LLC | ADVERTISING/LEGAL NOTICES | ADMIN/R&B | 350.00 |
| 130660 | GOBIN'S INC | OPERATING SUPPLIES | HEALTH | 79.70 |
| 130661 | GREAT AMERICA LEASING CORP. | OPERATING SUPPLIES | HEALTH | 84.94 |
| 130662 | JACKSON AWARDS & DESIGN LTD | SPECIAL PROJECTS | ADMIN/LAND USE | 160.00 |
| 130663 | JERRY D. BAY | P & Z BOARD FEES | LAND USE | 78.00 |
| 130664 | JOHN DEERE FINANCIAL | PARTS/SERVICE | G&B/R&B | 658.29 |
| 130665 | JOSH BROTHERS DENTALPLLC | MEDICAL SERVICES | JAIL | 889.26 |
| 130666 | KIOWA COUNTY SCHOOL DISTRICT RE 1 | STEPP GRANT | HEALTH | 1,000.00 |
| 130667 | KVAY-FM | STEPP GRANT | HEALTH | 675.00 |
| 130668 | LEONARD TAFOYA | TRAVEL | ADULT SERVICES | 661.32 |
| 130669 | LIVING COVENANT MINISTRIES | STEPP GRANT | HEALTH | 500.00 |
| 130670 | MACDONALD EQUIPMENT COMPANY | PARTS/SERVICE | R&B | 2,712.34 |
| 130671 | MATTHEW MCINTYRE | P & Z BOARD FEES | LAND USE | 65.42 |
| 130672 | NORMAN JAY SMITH | P & Z BOARD FEES | LAND USE | 77.10 |
| 130673 | OFFICE DEPOT, INC | OFFICE SUPPLIES | JAIL | 24.99 |
| 130674 | OTERO COUNTY COMMISSIONERS | STEWARDSHIP / MONITORING | OCLT | 26.03 |
| 130675 | OTERO COUNTY COMMISSIONERS- PETTY CASH | SPECIAL PROJECTS | ADMIN | 60.00 |
| 130676 | OTERO COUNTY SHERIFF DEPT -PETTY CASH | UNIFORMS/TRAVEL | SHERIFF/TRANSPORT | 76.90 |
| 130677 | OTERO COUNTY SHERIFF POSSE | UNIFORMS | JAIL | 123.00 |
| 130678 | POWER EQUIPMENT COMPANY | PARTS/SERVICE | R&B | 3,562.99 |
| 130679 | PRIMO BRANDS | MISCELLANEOUS | ADMIN | 153.37 |
| 130680 | SECOM | SECOM CIRCUIT/TELEPHONE | VARIOUS | 5,649.32 |
| 130681 | NOT A CHECK | | | - |
| 130682 | SECOM (911) | SECOM CIRCUIT | E911 | 1,436.40 |
| 130683 | SHRED AMERICA COLORADO | DOCUMENT SHREDDING | VARIOUS | 126.06 |
| 130684 | SOUTHEAST COLO WEED MGMT | WEED CONTROL | R&B | 1,855.00 |
| 130685 | SOUTHERN TIRE MART LLC | TIRES | TRANSPORT/R&B | 8,563.94 |
| 130686 | STATE OF COLO DPA ACCOUNTING | POSTAGE, BOX RENT, ETC | CLERK | 1,507.83 |
| 130687 | TASCOSA OFFICE MACHINES, INC | OPERATING SUPPLIES | SHERIFF | 62.33 |
| 130688 | TRANE COMPANY | MAINTENANCE CONTRACTS | G&B | 6,250.50 |
| 130689 | UNITED COMPANIES | ROAD OIL | R&B | 7,362.26 |
| 130690 | VIAERO WIRELESS | TELEPHONE | VARIOUS | 2,482.60 |
| 130691 | WALMART / CAPITAL ONE | OPERATING SUPPLIES | SHERIFF/JAIL/TRANSPORT | 740.24 |
| 4559 | NUNN CONSTRUCTION, INC | DETENTION DEVELOPMENT | JAIL | 843,781.13 |
| 4560 | WEX BANK | GAS & OIL | EM MGMT | 87.67 |
| 4561 | 911 SOLUTIONS, INC | CONSOLIDATION STUDY | E911 | 10,450.00 |
| 4562 | BACA COUNTY COMMISSIONERS | AAA GENERAL FUND | AAA | 919.80 |
| 4563 | BENITA GONZALES | CONSUMABLES | SENIOR CENTERS | 6.00 |
| 4564 | CHARM-TEX, INC | OPERATING SUPPLIES | JAIL | 541.70 |
| 4565 | NAME REDACTED | FSSP CLIENT SUPPORT | FSSP | 1,000.00 |
| 4566 | DANIEL DAVIS | TRAVEL | ADULT SERVICES | 225.53 |
| 4567 | DAVE W HILL | P & Z BOARD FEES | LAND USE | 69.90 |

| Check # | Vendor | Description | Department | Amount |
|---------|--|---------------------------------|--------------------------|---------------------|
| 4568 | DIGITCOM ELECTRONICS, INC | RADIO REPAIR | SHERIFF/R&B | 2,416.42 |
| 4569 | DITCH & RESERVOIR COMPANY ALLIANCE (DARCA) | WATER QUALITY PROJECT | ADMIN | 3,000.00 |
| 4570 | DIVE RESCUE INTERNATIONAL | PURCHASES UNDER \$5,000 | INTERNAL SERVICES | 199.00 |
| 4571 | EATON SALES & SERVICE, LLC | PARTS/SERVICE | R&B | 9,736.50 |
| 4572 | ELSIE MAE KLEIN | TRAVEL | ADULT SERVICES | 871.83 |
| 4573 | FLOYD A ORNELAS JR | TRAVEL | ADULT SERVICES | 86.00 |
| 4574 | FLOYD R WARD JR | TRAVEL | ADULT SERVICES | 290.00 |
| 4575 | GALLS, LLC | UNIFORMS/OPERATING | SHERIFF/JAIL | 615.16 |
| 4576 | GOVERNMENT SOFTWARE ASSURANCE CORP | SOFTWARE/HARDWARE RENTAL | ASSESSOR | 5,322.00 |
| 4577 | HD SUPPLY | OPERATING SUPPLIES | VARIOUS | 1,211.30 |
| 4578 | IVOR JOHN HILL | CONTRACT SERVICES | ASSESSOR | 428.60 |
| 4579 | LAMAR AREA HOSPICE | CAREGIVER SUPPORT | AAA | 1,777.00 |
| 4580 | LYNDA SCOTT | TRAVEL | CLERK/ELECTIONS | 160.84 |
| 4581 | MEDINA'S TIRE SERVICE, LLC | PARTS/SERVICE | R&B | 733.00 |
| 4582 | PUEBLO LOCK DOC | BUILDING MAINT/REPAIRS | G&B | 971.36 |
| 4583 | QUILL CORPORATION | OPERATING | ADULT SERVICES/R&B | 388.25 |
| 4584 | RESERVE ACCOUNT | POSTAGE | LAND USE/CLERK/ELECTIONS | 1,971.00 |
| 4585 | RMMI | MAINTENANCE CONTRACTS | LAND USE | 984.00 |
| 4586 | ROBERT L KLINKERMAN | TRAVEL | ADULT SERVICES | 99.54 |
| 4587 | ROBERT M. FOWLER | SUPPLIES | CORONER | 1,142.64 |
| 4588 | ROCKY FORD FOOD MARKET LLC | FOOD/SUPPLIES | JAIL/R&B | 7,486.81 |
| 4589 | SAGE SERVICES, INC. | CONGREGATE/HOME DELIVERED MEALS | AAA | 49,316.80 |
| 4590 | SANDRA LEE ESTEP | TRAVEL | ADULT SERVICES | 378.19 |
| 4591 | SHELLY R BAUER | TRAVEL | ADULT SERVICES | 14.49 |
| 4592 | SYMBOL ARTS, LLC | UNIFORMS | SHERIFF | 1,147.50 |
| 4593 | VIRGIL K LENZ, JR | TRAVEL | ADULT SERVICES | 741.14 |
| 4594 | WALLACE OIL COMPANY | BATTERIES, TIRES, TUBES, ETC | TRANSPORT | 27.50 |
| | | | | <u>1,162,136.72</u> |

Fund Summary

| | |
|----------------------------------|---------------------|
| 010 - GENERAL FUND | 49,887.24 |
| 011 - SMALL BUSINESS DEVELOP RLF | 125,000.00 |
| 020 - ROAD & BRIDGE FUND | 46,362.14 |
| 040 - AAA FUND | 56,030.38 |
| 050 - DETENTION CENTER FUND | 843,781.13 |
| 065 - INTERNAL SERVICES FUND | 199.00 |
| 070 - GENERAL HUMAN SERVICES | 2,501.37 |
| 080 - HEALTH FUND | 23,564.54 |
| 090 - CLERK HIRE FUND | 2,898.49 |
| 095 - E-911 | 11,886.40 |
| 100 - OTERO LAND TRUST FUND | <u>26.03</u> |
| | <u>1,162,136.72</u> |

9/8/2025 to 9/19/2025

Commissioners' Calendar

Monday, September 8, 2025

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

Mon 9/8/2025 9:00 AM - 10:00 AM

Economic Development - DB, RO, TK, JB

Mon 9/8/2025 10:00 AM - 11:00 AM

Location: Room 212

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

Mon 9/8/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration / RO, TK, JB

Mon 9/8/2025 12:00 PM - 1:00 PM

Location: Room 212

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

Mon 9/8/2025 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

Tuesday, September 9, 2025

Kurt Staton - Forest Service

Tue 9/9/2025 8:30 AM - 9:30 AM

Wednesday, September 10, 2025

RESADA - RO

Wed 9/10/2025 10:30 AM - 12:00 PM

Ark River Basin Roundtable / JB

Wed 9/10/2025 12:30 PM - 4:00 PM

Historic Preservation

Wed 9/10/2025 4:00 PM - 5:00 PM

Monday, September 15, 2025

OPI/OCLI

Mon 9/15/2025 8:30 AM - 10:30 AM

Emergency Management / RO, TK, JB, DC

Mon 9/15/2025 11:00 AM - 12:00 PM

Location: Room 212

Administration/ RO, TK, JB

Mon 9/15/2025 12:00 PM - 1:00 PM

Location: Room 212

Wednesday, September 17, 2025

Lower Ark Water Conservancy / TK

Wed 9/17/2025 10:30 AM - 11:30 AM

SEBREA / RO

Wed 9/17/2025 12:00 PM - 1:00 PM

SAGE / RO

Wed 9/17/2025 2:00 PM - 3:00 PM

Thursday, September 18, 2025

SEWCD Board Meeting

Thu 9/18/2025 9:30 AM - 12:00 PM

Friday, September 19, 2025

CCI - Steering Committee Meetings

Fri 9/19/2025 9:00 AM - 4:00 PM