



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

October 9, 2023

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, 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. 2024 Preliminary Budget, Tina Mascarenas
 - b. Nunn Contract Amendment
9. Departmental Reports
10. Commissioners Report
11. Discussion
12. Announcements

September 25th, 2023

The Board of County Commissioners now meets pursuant to adjournment.

Present:	Rob Oquist	Chairman
	Tim Knabenshue	Commissioner
	Amy White-Tanabe	Administrator
	Shannon Casillas	Chief Deputy

Guests in attendance in person: Bette McFarren, Chad Penner, and Adrian Hart.
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 September 11th, 2023, and bills and payroll for September 1st, 2023 – September 15th, 2023. Co. Knabenshue motioned to approve the consent agenda. Co. Oquist seconded. Motion carried.

Admin. White-Tanabe presented Resolution #2023-11, a resolution opting into Proposition 123 for the State Affordable Housing Fund. This resolution allows counties and municipalities to apply for funding for affordable housing. Co. Knabenshue motioned to approve Resolution #2023-11 opting into Proposition 123. Chr. Oquist seconded. Motion carried.

Admin. White-Tanabe presented Resolution #2023-12, a resolution releasing the Town of Fowler from Promissory Note for the 317 Main St, Fowler, Co. 81039. Co. Knabenshue motioned to approve Resolution #2023-12. Chr. Oquist seconded. Motion carried.

Admin. White-Tanabe presented the Board of Assessment Appeals to appoint Kathryn Schroeder for Special Counsel. Co. Knabenshue motioned to approve Kathryn Schroeder for Special Counsel for the Board of Assessment Appeals. Chr. Oquist seconded. Motion carried.

Admin. White-Tanabe presented Resolution of Participation for the Lower Arkansas Valley Area Agency on Aging Program. This program is for the Year January 1, 2023 – December 31, 2023. The Board of County Commissioners will provide funding in the amount of \$5,846. Co. Knabenshue motioned to approve the 2023 Resolution of Participation. Chr. Oquist seconded. Motion carried.

Admin. White-Tanabe discussed the Sales Tax Report for July 2023 received in September 2023. The total collected was \$219,497.39. This was an increase of .02% compared to July 2022.

Co. Knabenshue attended CCI meetings and discussed new legislation. He also attended the Budget meeting.

Chr. Oquist attended CCI and Budget meetings.

Chief Deputy Casillas reported Lynda Scott and Holly Huerta-Hudak are in Salida for conference. Also, they are preparing for Elections on November 7, 2023.

With no further business the Board adjourned the meeting.

Next meeting will be Monday, October 9th, 2023, at 1:30pm.

Clerk

Chairman

OTERO COUNTY PAYMENTS
SEPTEMBER 16 THROUGH SEPTEMBER 30, 2023

Check #	Vendor	Description	Department	Amount
127360	10-41 APPAREL	REVOLVED LOANS	SMALL BUSINESS DEVELOP	34,184.00
127361	BOB'S PROCESSING	REVOLVED LOANS	SMALL BUSINESS DEVELOP	9,684.00
127362	A CUT ABOVE PEST CONTROL, LLC	PARTS/SERVICE	R&B	270.00
127363	ACM DIESEL, LLC	PARTS/SERVICE	R&B	852.50
127364	ADP SCREENING	DRUG TESTING & DOT PHYSICALS	G&B/R&B	23.64
127365	ALAN M WADLEIGH	TRAVEL	ADULT SERVICES	153.00
127366	BLACK HILLS ENERGY	UTILITIES	R&B	576.04
127367	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	545.00
127368	CARROLL'S TIRE & AUTO SERVICE LLC	REPAIRS & MAINTENANCE	EXTENSION	289.34
127369	CITY OF LA JUNTA	PURCHASED SERVICES-COMM	E911	695.73
127370	CITY OF LA JUNTA	UTILITIES	G&B/SHERIFF/JAIL/R&B	9,231.29
127371	CITY OF ROCKY FORD	UTILITIES	LAND USE/HEALTH	273.77
127372	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	1,993.00
127373	DAYLIGHT DONUTS	DUES & MEETINGS	R&B	36.87
127374	DWAYNE RUFENACHT	TRAVEL	ADULT SERVICES	128.00
127375	EL PASO COUNTY CORONER	AUTOPSY	CORONER	7,500.00
127376	FASTENAL COMPANY	OPERATING SUPPLIES	JAIL	169.90
127377	GOBIN'S INC	OPERATING SUPPLIES	HEALTH	121.64
127378	GRAINGER, INC	BUILDING MAINT/REPAIRS	LAND USE/G&B/R&B	1,064.60
127379	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.16
127380	HAWKINS COMMERCIAL APPLIANCE	SUPPORTIVE SERVICES	HEALTH	1,686.00
127381	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
127382	JOHN DEERE FINANCIAL	PARTS/SERVICE	G&B/R&B	937.18
127383	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	387.26
127384	JR THOMPSON	P & Z BOARD FEES	LAND USE	60.90
127385	KIDZ & FAMILY SMILES, PLLC	AAA GENERAL FUND	AAA	258.16
127386	KIMBALL MIDWEST	PARTS/SERVICE	R&B	1,484.46
127387	LA JUNTA TRIBUNE-DEMOCRAT	SUBSCRIPTIONS	CLERK	69.00
127388	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	605.37
127389	LOWER ARKANSAS VALLEY AAA	AAA ADMINISTRATION FUNDING	INTERGOVERNMENTAL	5,846.00
127390	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	193.00
127391	MCKESSON MEDICAL-SURGICAL	MEDICAL SUPPLIES	HEALTH	92.37
127392	MIGUEL A ESTRADA-HURTADO	BLDG UTIL/MAINT - RF	HEALTH	50.00
127393	MOBILE RECORD SHREDDERS	OPERATING SUPPLIES	SHERIFF/JAIL	12.00
127394	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
127395	OFFICE DEPOT, INC	OFFICE SUPPLIES	SHERIFF/HEALTH	398.94
127396	OTERO COUNTY COMMISSIONERS	RENT	ADULT SERVICES	2,423.00
127397	OTERO COUNTY SHERIFF DEPT.	SUPPORTIVE SERVICES	HEALTH	73.48
127398	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	ADULT SERVICES	7,011.67
127399	ROCKY FORD DAILY GAZETTE	OPERATING SUPPLIES	HEALTH	80.00
127400	ROMERO CONSTRUCTION	HOUSING	CSBG	1,950.00
127401	SAFARILAND, LLC	TACTICAL EQUIPMENT	SHERIFF	259.75
127402	SECOM	SECOM CIRCUIT/TELEPHONE	VARIOUS	5,384.74
127403	NOT A CHECK			-
127404	SECOM (911)	SECOM CIRCUIT	E911	1,436.40
127405	SOURCE MANAGEMENT INC	OFFICE SUPPLIES	ASSESSOR	16.67
127406	SOUTHERN TIRE MART LLC	TIRES	R&B	1,360.27
127407	STURDI-BILT STORAGE CONTAINERS	CAPITAL OUTLAY	R&B	11,000.00
127408	TERESA GOMEZ	OPERATING SUPPLIES	SEP	50.00
127409	TYLER TECHNOLOGIES, INC.	MAINTENANCE CONTRACTS	ADMIN	2,760.31
127410	VALLEY VIEW ELECTRIC	DETENTION DEVELOPMENT	JAIL	405.00
127411	VIAERO WIRELESS	TELEPHONE	VARIOUS	2,140.56
127412	VISA	OPERATING SUPPLIES	HEALTH	2,060.51
127413	WALMART / CAPITAL ONE	OPERATING SUPPLIES	JAIL	134.28
127414	WYOIT, LLC	EQUIPMENT	CH SECURITY	482.00
2660	AMAZON CAPITAL SERVICES, INC	OFFICE SUPPLIES	ELECTIONS/G&B/SHERIFF	460.82
2661	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90

Check #	Vendor	Description	Department	Amount
2662	DIGITCOM ELECTRONICS, INC	MAINTENANCE CONTRACTS/REPAIRS	E911/SHERIFF	5,580.76
2663	ELSIE MAE KLEIN	TRAVEL	ADULT SERVICES	545.80
2664	FLOYD A ORNELAS JR	TRAVEL	ADULT SERVICES	74.00
2665	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	83.89
2666	GALLS, LLC	UNIFORMS	VARIOUS	1,037.47
2667	GAYLE LANGAN	TRAVEL	ADULT SERVICES	208.86
2668	GT INDEPENDENCE	FMS FEE EXPENSE	VDC	300.00
2669	J&A TRAFFIC PRODUCTS	BUILDING MAINT/REPAIRS	LAND USE/G&B	283.00
2670	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	333.00
2671	MAVERICK SOLUTIONS, LLC	PARKS & REC FACILITIES	ADMIN	420.00
2672	MEDINA'S TIRE SERVICE, LLC	PARTS/SERVICE	R&B	215.00
2673	PEACOCK-LARSEN FUNERAL HOME, INC	AUTOPSY	CORONER	600.00
2674	QUILL CORPORATION	OFFICE SUPPLIES	VARIOUS	776.30
2675	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	135.00
2676	RUBY'S AUTO BODY, INC.	PARTS/SERVICE	R&B	59.20
2677	SAGE SERVICES, INC.	NSIP (IN LIEU OF COMMODITIES)	AAA	472.93
2678	SANDRA LEE ESTEP	TRAVEL	ADULT SERVICES	730.00
2679	SHELLY R BAUER	TRAVEL	ADULT SERVICES	40.16
2680	THE HOME DEPOT PRO	BUILDING MAINT/REPAIRS	VARIOUS	2,171.58
2681	TYLA T HIATT	TRAVEL	ADULT SERVICES	696.01
2682	UBEO WEST, LLC	OPERATING SUPPLIES	LAND USE	60.08
2683	USAGING	OPERATIONS	AAA	1,120.00
2684	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	25.00
				135,639.62

Fund Summary

010 - GENERAL FUND	35,989.06
011 - SMALL BUSINESS DEVL P RLF	43,868.00
020 - ROAD & BRIDGE FUND	19,892.87
040 - AAA FUND	7,607.26
050 - DETENTION CENTER FUND	663.08
070 - GENERAL HUMAN SERVICES	11,609.45
080 - HEALTH FUND	7,875.41
085 - CONSERVATION TRUST FUND	420.00
090 - CLERK HIRE FUND	302.36
095 - E-911	7,412.13
135,639.62	

ocw@oterogov.org

Mon Oct 9, 2023

9am - 10am Public Works

10am - 11am Economic Development

11am - 12pm Department of Human Services

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

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

Tue Oct 10, 2023

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

Wed Oct 11, 2023

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

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

4pm - 5pm Historic Preservation

Mon Oct 16, 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

Tue Oct 17, 2023

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

Wed Oct 18, 2023

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

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Thu Oct 19, 2023

9:30am - 12pm SEWCD Board Meeting

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Mon Oct 23, 2023

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

10am - 11am Economic Development

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11am - 12pm Department of Human Services

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

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

1:30pm - 2:30pm Land Use

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

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3pm - 4pm SECOR

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