



**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 November 12, 2024

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Public Comment (limit of 3 minutes)
5. Presentations
  - a. Anniversary Acknowledgements
  - b. Jesse Howells Recognition, Danny Chavez, OCLI Chair
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 & Payroll
7. Old Business
8. New Business
  - a. EIAF FY2025 Otero County Energy Project Grant Application
  - b. Iconergy Agreement
9. Departmental Reports
10. Commissioners Report
11. Discussion
12. Announcements
  - a. Special Meeting – Final Budget Presentation – December 12, 1:30
  - b. Meeting Scheduled for November 25, 2024, is cancelled.
  - c. Otero County offices and Landfill will be closed Thursday, November 28, 2024, and Friday, November 29, 2024, in observance of Thanksgiving.



# 2024 Employee Appreciation Day

November 12, 2024

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*Cumulatively this group has **295 years** of dedication to Otero County!*

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## 5 years

- \* Amy White-Tanabe
- \* Sandra Guerrero
- \* Robert Aaron
- \* Makaila Grasmick
- \* Anne Russell
- \* Brian Covington
- \* Brian Lewis
- \* Donna Starck
- \* Steve Walker
- \* Lorinda Owen

## 25 years

- \* Daniel Gonzales
- \* Gerald Belew
- \* Kristi Vanhook
- \* Greg Walker
- \* Lynda Scott

## 40 years

- \* Sandra Leikam

## 10 years

- \* Danelle Berg
- \* Jose Pina
- \* Julia Romero
- \* Christopher Mascarenas
- \* Michelle Griego
- \* Sara Courtney
- \* Joshua Harris
- \* Shawn Mobley

October 28<sup>th</sup>, 2024

The Board of County Commissioners now meets pursuant to adjournment.

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

Guests in attendance in person: Adrian Hart and Bette McFarren.  
Guests on Zoom: Rob Oquist and Anne Boswell Taylor.

Chr. Pro-Tem Knabenshue asked everyone to stand for Prayer and the Pledge of Allegiance.

Chr. Pro-Tem Knabenshue called the regular meeting to order.

Chr. Pro-Tem Knabenshue called for approval of the consent agenda. The agenda includes approval of the minutes from October 14<sup>th</sup>, 2024, bills and payroll for October 1 through October 15, 2024, the Department of Human Services' financial reports, and Dustin Shedrick's CSBG Board Appointment. Co. Baldwin motioned to approve the consent agenda. Chr. Pro-Tem Knabenshue seconded. Motion carried.

Admin. White-Tanabe presented an approval to apply for the People Who Wander Grant. This will be the third time Otero County has applied for this grant. In the past, the grant has funded the purchase of a thermal imager and a drone to assist in locating people at risk for wandering and becoming lost. Co. Baldwin motioned to approve the grant application. Chr. Pro-Tem Knabenshue seconded. Motion carried.

Admin White-Tanabe presented the sales tax report for the month of August. There was a 0% change month to month but a cumulative change of 3% from this time last year.

Chr. Pro-Tem Knabenshue reported that he had several meetings with Southeast Colorado Enterprise Development, Southeast Colorado Council of Governments, and construction meeting updates on the Detention Center.

Admin. White-Tanabe announced that the courthouse office and the landfill will be closed on November 11<sup>th</sup>, 2024, in observance of Veteran's Day.

With no further business, the Board adjourned the meeting.

Next meeting will be Tuesday, November 12<sup>th</sup>, 2024, at 1:30 pm.

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Clerk

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Chairman

OTERO COUNTY PAYMENTS  
OCTOBER 16 THROUGH OCTOBER 31, 2024

Check #	Vendor	Description	Department	Amount
129224	ARKANSAS VALLEY LUMBER & SUPPLY	OPERATING	EMERGENCY MGMT	21.99
129225	VISA	DUES & MEETINGS/TRAVEL	EMERGENCY MGMT	76.05
129226	MATTHEWS & SONS ELECTRIC	REVOLVED LOANS	SBD	2,000.00
129227	A CUT ABOVE PEST CONTROL, LLC	BUILDING MAINT/REPAIRS	EXTENSION	100.00
129228	AARON OLIVIERI	SPECIAL PROJECTS	HEALTH	100.00
129229	ACM DIESEL, LLC	PARTS/SERVICE	R&B	5,447.29
129230	AMANDA LECK	OMBUDSMAN ACTIVITIES SERV	AAA	997.46
129231	AMANDA MUELLER	FSSP CLIENT SUPPORT	FSSP	1,250.00
129232	BLACK HILLS ENERGY	UTILITIES	VARIOUS	2,439.77
129233	BRIGITTE BROWN	TRAVEL	ADULT SERVICES	305.00
129234	CITY OF LA JUNTA	PURCHASED SERVICES-COMM	E911	777.80
129235	CITY OF LA JUNTA - UTILITIES	UTILITIES	JAIL/G&B/R&B/SHERIFF	7,826.38
129236	COLORADO ASSESSOR ASSOCIATION	DUES, MEETINGS & TRAINING	ASSESSOR	400.00
129237	COLORADO ASSOCIATION OF AAA	OPERATIONS-LOCAL CASH	AAA	648.49
129238	COLORADO BANK & TRUST	SPECIAL PROJECTS	ADMIN	1,425.00
129239	COLORADO DEPT OF PUBLIC HEALTH	OPERATING SUPPLIES	HEALTH	807.00
129240	COLORADO DEPT OF PUBLIC HEALTH	OWTS SURCHARGE/LIVCENSURE FEES	LAND USE/HEALTH	916.00
129241	COLORADO STATE UNIVERSITY EXTENSION	SALARY/TRAVEL/OPERATING	EXTENSION	7,522.53
129242	CONSULTING WITH A HART LLC	ADVERTISING/LEGAL NOTICES	ELECTIONS	100.00
129243	COUNTRY CHIROPRACTIC, PC	DRUG TESTING & DOT PHYSICALS	G&B/R&B/AAA	250.00
129244	DEEP ROCK	MISCELLANEOUS	ADMIN	66.43
129245	EL PASO COUNTY CORONER	AUTOPSY	CORONER	6,200.00
129246	ERIC'S ELECTRIC OF LA JUNTA	PARTS/SERVICE	JAIL/R&B	1,041.87
129247	EXTRA PACKAGING LLC	SUPPLIES	CORONER	1,142.98
129248	GARAGE DOORS PLUS, LLC	BUILDING MAINT/REPAIRS	G&B	190.00
129249	GRAINGER, INC	PARTS/SERVICE	G&B/R&B	519.87
129250	GRAPHIC DESIGNS UNLIMITED	SPECIAL PROJECTS	ADMIN	299.50
129251	GREAT AMERICA LEASING CORP.	CTC GRANT	HEALTH	84.94
129252	INDUSTRIAL HEALTH SERVICE, INC	PRE-EMPLOYMENT COSTS	JAIL	46.40
129253	INSPIRATION FIELD	SLS CLIENT SUPPORT	SLS	13,596.43
129254	JANELL MAIER	SPECIAL PROJECTS	HEALTH	100.00
129255	JERRY D. BAY	P & Z BOARD FEES	LAND USE	78.00
129256	JOHN DEERE FINANCIAL	PARTS/SERVICE	R&B	305.55
129257	KENNETH SHEARER	TRAVEL	AAA	179.14
129258	KIMBALL MIDWEST	PARTS/SERVICE	G&B/R&B	979.39
129259	KOIS BROTHERS EQUIPMENT CO	PARTS/SERVICE	R&B	2,857.39
129260	LA JUNTA ROOFING & CONTRACTING	BUILDING MAINT/REPAIRS	G&B/R&B	40,319.40
129261	LA JUNTA TRADING COMPANY, INC	BUILDING MAINT/REPAIRS	JAIL/G&B/ADMIN	618.84
129262	LEDS, INC.	PRINTING/POSTAGE	ELECTIONS	830.86
129263	LEONARD TAFOYA	TRAVEL	ADULT SERVICES	1,109.20
129264	MANZANOLA SCHOOL DISTRICT 3J	STEPP GRANT	HEALTH	1,000.00
129265	MATTHEW MCINTYRE	P & Z BOARD FEES	LAND USE	65.42
129266	MHC KENWORTH-PUEBLO	PARTS/SERVICE	R&B	327.30
129267	MORGAN & SONS GLASS INC	PARTS/SERVICE	R&B	236.79
129268	NORMAN JAY SMITH	P & Z BOARD FEES	LAND USE	77.10
129269	OFFICE DEPOT, INC	OPERATING SUPPLIES	HEALTH	403.44
129270	O'REILLY AUTO PARTS	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	37.28
129271	OTERO COLLEGE	STEPP GRANT	HEALTH	500.00
129272	OTERO COUNTY COMMISSIONERS	OPERATING	HEALTH/ADULT SERVICES	1,731.56
129273	OTERO COUNTY COMMISSIONERS	SPECIAL PROJECTS	ADMIN	2,000.00
129274	OTERO COUNTY SHERIFF DEPT -PETTY CASH	JBBS/UNIFORMS	STATE GRANTS/SHERIFF	47.48
129275	OTERO COUNTY SOCIAL SERVICES	SALARIES/OPERATING	ADULT SERVICES	6,914.78
129276	PERKINS MOTOR COMPANY, INC.	REPAIR/MAINT-MOTOR VEHICLES	SHERIFF	534.00
129277	PROWERS AREA TRANSIT	PROWERS AREA TRANSIT	AAA	1,774.00
129278	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	ELECTIONS	48.00
129279	ROCKY FORD DAILY GAZETTE	ADVERTISING/LEGAL NOTICES	LAND USE/ADMIN/HEALTH	433.32
129280	SECOM	SECOM CIRCUIT/TELEPHONE	VARIOUS	5,652.70
129281	NOT A CHECK			-
129282	SECOM (911)	SECOM CIRCUIT	E911	1,436.40
129283	SHRED AMERICA COLORADO	OPERATING	SHERIFF/ADULT SERVICES	56.20
129284	SOUTHERN TIRE MART LLC	TIRES	R&B	7,170.58
129285	STATE OF COLO DPA ACCOUNTING	POSTAGE, BOX RENT, ETC	CLERK	58.04

Check #	Vendor	Description	Department	Amount
129286	TASCOSA OFFICE MACHINES, INC	OPERATING	ADULT SERVICES	366.51
129287	THE SCHREIBER RESEARCH GROUP (TSRG)	SUPPORTIVE SERVICES	HEALTH	170.62
129288	THE SIGN SHOP, INC	HRSA	HEALTH	465.00
129289	TRANE COMPANY	BUILDING MAINT/REPAIRS	G&B	6,023.00
129290	UNITED COMPANIES	ROAD OIL/CATTLE GUARDS	R&B	26,370.75
129291	VALLEY-WIDE HEALTH SYSTEMS, INC	DENTAL	CSBG	180.40
129292	VANESSA ROMERO	TRAVEL/TRAINING	SEP	112.36
129293	VIAERO WIRELESS	TELEPHONE	VARIOUS	2,588.22
129294	WALMART / CAPITAL ONE	OPERATING SUPPLIES	SHERIFF	308.92
129295	WALMART / CAPITAL ONE	OPERATING/SHOP SUPPLIES	R&B	655.57
129296	WITTMAN WELDING, LLC	EQUIPMENT R & M	EXTENSIONM	663.50
3687	WEX BANK	GAS & OIL	EMERGENCY MGMT	188.40
3688	BOKF	DEBT SERVICE	DETENTION	590,937.50
3689	10-41 APPAREL	UNIFORMS	SHERIFF/TRANSPORT	76.50
3690	AMAZON CAPITAL SERVICES, INC	OPERATING SUPPLIES	JAIL/G&B/R&B	344.08
3691	BACA COUNTY COMMISSIONERS	BACA COUNTY	AAA	1,081.00
3692	BENT COUNTY SHERIFF	BOARDING PRISONERS	JAIL	78,900.00
3693	CENTURYLINK	PURCHASED SERVICES-COMM	E911	331.05
3694	COMMAND BALLISTICS, INC	TRAINING	SHERIFF/TRANSPORT/JAIL	866.00
3695	CORBETT AHS, INC	STATE HISTORIC - HSA	STATE GRANTS	6,180.00
3696	DAVE W HILL	P & Z BOARD FEES	LAND USE	69.90
3697	DIGITCOM ELECTRONICS, INC	MAINTENANCE CONTRACTS/RADIO REPAIR	SHERIFF/E911	2,789.44
3698	DITCH & RESERVOIR COMPANY ALLIANCE (DARCA)	WATER QUALITY PROJECT	ADMIN	1,500.00
3699	ELSIE MAE KLEIN	TRAVEL	AAA	868.80
3700	FLOYD R WARD JR	TRAVEL	ADULT SERVICES	620.80
3701	FNA RESTORATION, PRESERVATION & REMODEL	CROWLEY COUNTY SB-290	AAA	28,181.51
3702	GALLS, LLC	UNIFORMS	JAIL	18.76
3703	GROUND ENGINEERING CONSULTANTS, INC	DETENTION DEVELOPMENT	JAIL	14,777.50
3704	GT INDEPENDENCE	FMS CLIENT SERVICES/FEE EXPENSE	VDC	41,181.56
3705	HD SUPPLY	OPERATING SUPPLIES	VARIOUS	892.17
3706	JACKI SHERIFF CLARK	TRAVEL	ADULT SERVICES	307.00
3707	JANE V DANIELS	STATE HISTORIC - HSA	STATE GRANTS	4,580.00
3708	JOHNETTE SUE FULLER	TRAVEL	ADULT SERVICES	1,047.80
3709	KY'EIRA HEMPHILL	FSSP CLIENT SUPPORT	FSSP	500.00
3710	LOCK MONKEY INC	BUILDING MAINT/REPAIRS	G&B/R&B/JAIL	4,677.11
3711	MARDONA L MORELAND	TRAVEL	ADULT SERVICES	822.00
3712	PAULINE APODACA	FSSP CLIENT SUPPORT	FSSP	500.00
3713	QUILL CORPORATION	OFFICE SUPPLIES	ADMIN/R&B	254.90
3714	REBECCA GOODWIN	STATE HISTORIC - HSA	STATE GRANTS	5,300.00
3715	RESERVE ACCOUNT	POSTAGE	LAND USE/ADMIN/CLERK	850.00
3716	RICHARD WARD	DUES & MEETINGS/TRAVEL	VSO	641.24
3717	ROBERT L KLINKERMAN	TRAVEL	ADULT SERVICES	222.40
3718	SAGE SERVICES, INC.	CONGREGATE/HOME DELIVERED MEALS	AAA	51,716.79
3719	SECWAE - ARKANSAS VALLEY CONDUIT	ARP 5.11 WATER INFRASTRUCTURE	ARPA	238,529.26
3720	SHELLY R BAUER	TRAVEL	ADULT SERVICES	13.00
3721	THIN BLUE LINE CREATIVE DESIGN	OPERATING SUPPLIES	HEALTH	160.00
3722	TIFFANY ZUNIGA	FSSP CLIENT SUPPORT	FSSP	500.00
3723	TYLA T HIATT	TRAVEL	ADULT SERVICES	582.60
3724	VALLEY TRASH LLC	OPR / SHOP SUPPLIES	R&B	25.00
3725	WARRIOR KIT	BULLETPROOF VESTS	SHERIFF	1,173.00
				<u>1,254,593.26</u>

Fund Summary

010 - GENERAL FUND	147,965.52
011 - SMALL BUSINESS DEVL P RLF	2,000.00
013 - AMERICAN RESCUE PLAN	238,529.26
020 - ROAD & BRIDGE FUND	52,882.10
040 - AAA FUND	130,161.85
045 - INSURANCE FUND	36,348.59
050 - DETENTION CENTER FUND	606,989.87
070 - GENERAL HUMAN SERVICES	27,584.73
080 - HEALTH FUND	6,523.73
090 - CLERK HIRE FUND	397.36
095 - E-911	5,210.25
<u>1,254,593.26</u>	

**11/11/2024 to 12/8/2024**

## **Commissioner's Calendar**

### **Monday, November 11, 2024**

**Veteran's Day - County Offices CLOSED**

Mon 11/11/2024 (All day)

### **Tuesday, November 12, 2024**

**Economic Development - DB, RO, TK, JB, AT**

Tue 11/12/2024 10:00 AM - 11:00 AM

Location: Room 212

**Department of Human Services - RO, TK, JB, DR, AT**

Tue 11/12/2024 11:00 AM - 12:00 PM

Location: Room 212

**Administration - RO, TK, JB, AT**

Tue 11/12/2024 12:00 PM - 1:00 PM

Location: Room 212

**Otero County Board of Commissioners Public Hearing - RO, TK, JB**

Tue 11/12/2024 1:30 PM - 2:30 PM

Location: Room 107 or Zoom

### **Wednesday, November 13, 2024**

**RESADA - RO**

Wed 11/13/2024 10:30 AM - 12:00 PM

**Ark River Basin Roundtable - JB**

Wed 11/13/2024 12:30 PM - 4:00 PM

**Historic Preservation**

Wed 11/13/2024 4:00 PM - 5:00 PM

Location: Room 107

## **Monday, November 18, 2024**

### **OPI/OCLI**

Mon 11/18/2024 8:30 AM - 10:30 AM

Location: Room 107 or Zoom

### **Emergency Management - RO, TK, JB, DC, AT**

Mon 11/18/2024 11:00 AM - 12:00 PM

Location: Room 212

### **Administration - AT, RO, TK, JB**

Mon 11/18/2024 12:00 PM - 1:00 PM

Location: Room 212

### **SECOR**

Mon 11/18/2024 3:00 PM - 4:00 PM

## **Tuesday, November 19, 2024**

### **Ark River Farms**

Tue 11/19/2024 10:00 AM - 11:00 AM

### **Construction Conference**

Tue 11/19/2024 1:00 PM - 2:00 PM

Zoom Meeting

## **Wednesday, November 20, 2024**

### **RF School Tour**

Wed 11/20/2024 9:00 AM - 10:00 AM

### **Lower Ark Water Conservancy - JB**

Wed 11/20/2024 10:30 AM - 11:30 AM

### **SEBREA - RO**

Wed 11/20/2024 12:00 PM - 1:00 PM

**SAGE - RO**

Wed 11/20/2024 2:00 PM - 3:00 PM

**Thursday, November 21, 2024**

**SEWCD Board Meeting**

Thu 11/21/2024 9:30 AM - 12:00 PM

**Monday, November 25, 2024**

**Economic Development - DB, RO, TK, JB, AT**

Mon 11/25/2024 10:00 AM - 11:00 AM

Location: Room 212

**Department of Human Services - RO, TK, JB, DR, AT**

Mon 11/25/2024 11:00 AM - 12:00 PM

Location: Room 212

**SECOR - RO**

Mon 11/25/2024 3:00 PM - 4:00 PM

**Tuesday, November 26, 2024**

**Board of Health - JB**

Tue 11/26/2024 11:00 AM - 1:30 PM

**Construction Conference**

Tue 11/26/2024 1:00 PM - 2:00 PM

Zoom Meeting

**Wednesday, November 27, 2024**

**SECOG/SECED - TK**

Wed 11/27/2024 1:00 PM - 2:00 PM

## **Thursday, November 28, 2024**

### **Thanksgiving - County Offices CLOSED**

Thu 11/28/2024 to Fri 11/29/2024

## **Friday, November 29, 2024**

### **Thanksgiving - County Offices CLOSED**

Thu 11/28/2024 to Fri 11/29/2024

## **Monday, December 2, 2024**

### **CCI Winter Conference**

Mon 12/2/2024 to Wed 12/4/2024

### **County Attorney - RO, TK, JB, NS, SS, AT**

Mon 12/2/2024 9:00 AM - 10:00 AM

Location: Room 212

### **Administration - AT, RO, TK, JB**

Mon 12/2/2024 10:00 AM - 11:00 AM

Location: Room 212

## **Tuesday, December 3, 2024**

### **CCI Winter Conference**

Mon 12/2/2024 to Wed 12/4/2024

### **Nunn**

Tue 12/3/2024 12:00 PM - 1:00 PM

### **Construction Conference**

Tue 12/3/2024 1:00 PM - 2:00 PM

Zoom Meeting

**Wednesday, December 4, 2024**

**CCI Winter Conference**

Mon 12/2/2024 to Wed 12/4/2024