# Town Board Agenda
# Regular Meeting
# January 14, 2020
# 6:30 PM

**MISSION STATEMENT**

*"The Town of Center, Colorado shall provide strong leadership, inspire community pride, maintain fiscal accountability and through its employees offer a high level of service to the residents, businesses, and visitors of the community."*

1. MEETING CALLED TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

2. A MOTION TO APPROVE THE AGENDA

3. CITIZEN COMMENTS -
   A. **MUST SIGN IN IN ORDER TO BE HEARD AND ONLY FIVE REQUESTS WILL BE HEARD. A FIVE MINUTE TIME LIMIT IS IMPOSED AND NO IMMEDIATE ACTION AND OR COMMENTS WILL BE PROVIDED BY THE BOARD.**

4. CONSENT AGENDA
   A. MINUTES
      12/12/19 & 12/16/19
   B. POLICE DEPARTMENT REPORT
   C. COURT REPORT
   D. PUBLIC WORKS REPORTS
      1. Utilities
      2. Water
      3. Streets and Parks
      4. Code Enforcement Report
   E. PAYABLES

5. MANAGERS REPORT
   A. SWAP & DVR
6. OLD BUSINESS
   A.
8. NEW BUSINESS
   A. CENTER SANITATION DISTRICT – VARIANCE
   B. SAGUACHE COUNTY TOURISM – ELECTRIC CAR CHARGING STATION
   C. 2020 GOALS
   D. SET 2020 MEETING DATES & TIMES

9. CALENDAR ITEMS

10. A MOTION TO ADJOURN THE MEETING

# Town Board Agenda
# Regular Meeting
# January 14, 2020
# 6:30 PM

Posted on
January 10, 2020
Center Town Hall and Center Post office
This agenda may be amended

# TOWN BOARD MEETING
# REGULAR MEETING
# DECEMBER 12, 2019
# 5:30 P.M.

The final budget workshop was held at 5:30 p.m.

The Budget hearing was called to order by Mayor Sisneros at 6:28 p.m.

The meeting was called to order by Mayor Sisneros 6:30 p.m.

**ROLL CALL**

| | |
|---|---|
| Mayor Sisneros | P |
| Mayor Pro-Tem McClure | P |
| Trustee Gallegos | P |
| Trustee Adeline Sanchez | P |
| Trustee Hurtado | P |
| Trustee McClure | P |
| Trustee James Sanchez | P |

A motion to approve the Agenda w/changes was made by Trustee Adeline Sanchez, seconded by Trustee Hurtado. Roll Call- All in favor. Motion Carries.

CITIZEN COMMENTS –
There were no comments.
CONSENT AGENDA
Minutes – There were no changes.
Police Dept. Report– Chief Meek said that the department has been busy with the burglaries and home invasion. Chief Meek said that the calls for service have gone up in the last 4 yrs. Sex assaults have gone up this year. There was a car theft that was recovered in Capulin.
Court Report – There were no questions.
Public Works Report –

Utilities – There were no questions.

Water – Water meter project is shut down for the season with 365 meters being installed. 491 remain to be installed.

Streets and parks – Dave is putting together a paving plan that he will give to the County for discussion.

Code Enforcement Report –

Town Hall Roof – Trustee McClure asked that they get an estimate for January.

Payables – There were a few questions with the payables.

A motion to approve the consent agenda was made by Trustee Adeline Sanchez, seconded by Trustee Hurtado. Roll Call- All in favor. Motion Carries.

MANGERS REPORT –

Brian told the board that three of the Skeff's owned buildings. They are hoping to have them filled. Brian would like to meet with the new owners. The Town will continue to work with Downtown Co. Inc. Budget permitting. Brian would like to work with the Urban renewal and have a meeting on January 15 from 11-2.

2019 BUDGET APPROVAL

A motion to table the budget was made by Trustee McClure, seconded by Trustee Hurtado. Roll Call – All in favor. Motion Carries.

A motion to certify Mill Levy – Tabled

A motion to appropriate sums of money – Tabled

OLD BUSINESS

Sheriff appreciation – There was no one present but they were given the plaques of appreciation prior.

New Hires – Attorney Trujillo said that the new hires for police department could be on an individual basis. The Board members discussed the issues. A motion to hire the new officers with Officer Ruybul being officer Fresquez supervisor with a nine month review was made by Trustee Hurtado, seconded by Trustee Gallegos. Roll Call – Trustee James Sanchez – n, Trustee Hurtado – y, Trustee Gallegos – y, Mayor Pro-Tem McClure –y, Trustee Adeline Sanchez – y, Mayor Sisneros– y, Trustee McClure – n. Motion Carries.

Employee Bonuses – A motion to approve a Christmas bonus for each employee was made by Mayor Pro-Tem McClure, seconded by Trustee Hurtado. Roll Call – All in favor. Motion Carries.

NEW BUSINESS

Census – Luis Alvarez was present at the meeting to promote the census count. Mr. Alvarez said that Center has a low response rate. This is not good for representation. There was a 25% non-response. Security is tight with the Census so no information is shared and cannot be tracked. March 12th will be an internet response. Mr. Alvarez has also spoken with the school so that they can also work with them.

Haskin Elementary – No one was present.

Behavioral Health Group Contract – They would like to enter into a contract for snow removal. A motion to approve the contract was made by Trustee McClure, seconded by Trustee James Sanchez. Roll Call – All in favor. Motion Carries

Resolution 121219 – Fullenwider House – A motion to approve resolution 121219 was made by Trustee McClure, seconded by Trustee Gallegos. Roll Call – All in favor. Motion Carries.

Trustee McClure discussed the foundation that donated to the Center Christmas parade. Ms. Kerr wanted her money to go toward the children in the Saguache County area. The foundation donated $1,000.

CALENDAR ITEMS

Urban Renewal – January 15, Board Meeting – January 14 & 28. January 7 is the first day that petitions can be picked up and are due January 27.

ADJOURNMENT

A motion to adjourn the meeting was made by Trustee McClure, seconded by Trustee Gallegos. Roll Call – All in favor. Motion Carries.

Submitted by,

Rose Marie DeHerrera-CMC
Deputy Clerk

Herman Sisneros
Mayor

# TOWN BOARD MEETING
# SPECIAL MEETING
# DECEMBER 16, 2019
# 10:30 A.M.

The meeting was called to order by Mayor Pro-Tem McClure at 10:13 a.m.

**ROLL CALL**

| | |
|---|---|
| Mayor Sisneros | A |
| Mayor Pro-Tem McClure | P |
| Trustee Gallegos | P |
| Trustee Adeline Sanchez | P |
| Trustee Hurtado | P |
| Trustee McClure | P |
| Trustee James Sanchez | P |

A motion to approve the agenda with changes was made by Trustee Adeline Sanchez, seconded by Trustee Hurtado. Roll Call – All in favor. Motion Carries.

BUDGET

2020 Budget - A motion to approve the2020 budget was made by Trustee Gallegos, seconded by Trustee Adeline Sanchez. Roll Call – Trustee James Sanchez –y, Trustee Adeline Sanchez – y, Mayor Pro-Tem McClure – y, Trustee Gallegos –y, Trustee McClure – N, Trustee Hurtado –y.

APPROPRIATIONS OF SUMS OF MONEY –RESOLUTION 121619 – A motion to approve resolution 121619 was made by Trustee Hurtado, seconded by Trustee Adeline Sanchez. Trustee James Sanchez – y, Trustee Adeline Sanchez –y, Mayor Pro-Tem McClure –y, Trustee Gallegos –y, Trustee McClure –n, Trustee –y.

CERTIFY MILL LEVY - A motion to certify the mill levies was made by Trustee McClure, seconded by Trustee Hurtado. Roll Call – All in favor. Motion Carries.

2020 ELECTION

A motion to approve resolution 121619-A designated Brian Lujan as the DEO was made by Trustee McClure, seconded by Trustee Adeline Sanchez. Roll Call – All in favor. Motion Carries.

A motion to have Rose as the deputy DEO was made by Trustee Gallegos, seconded by Trustee Adeline Sanchez. Roll Call – All in favor. Motion Carries.

ADJOURNMENT

A motion to adjourn the meeting was made Trustee Gallegos, seconded by Trustee Adeline Sanchez. Roll Call – All in favor. Motion Carries. The meeting adjourned at 11:01.

Submitted by,

Rose Marie DeHerrera – CMC
Deputy Clerk

Mary McClure
Mayor Pro-Tem

# CENTER POLICE DEPARTMENT
## 294 S. WORTH ST

CENTER, CO 81125

Print Date *01/08/2020*
Record Count *31*
Module *Incident Query Result*

# Query Summary

| Incident # | Other # | Event # | Date Reported | Time Rptd | Offense | Date Occurred | Street Name | Agency | Officer... |
|---|---|---|---|---|---|---|---|---|---|
| 19-C00364 | | 1912280005 | 12/28/2019 | 18:36 | Information Report | 12/28/2019 | JONES AVE | 0001 | 305CM... |
| 19-C00362 | | 1912250006 | 12/25/2019 | 16:54 | 18-4-401 | 12/25/2019 | WORTH | 0001 | 301GM... |
| 19-C00359 | | 1912240003 | 12/24/2019 | 10:28 | ORD 291 (V) | 12/24/2019 | 357 WILLS | 0001 | 301GM... |
| 19-C00360 | | 1912240005 | 12/24/2019 | 12:00 | 459PC | 12/24/2019 | WARDEN | 0001 | 301GM... |
| 19-C00358 | | 1912230012 | 12/23/2019 | 19:12 | Warrant Arrest | 12/23/2019 | WORTH | 0001 | 306DL... |
| 19-C00356 | | 1912220006 | 12/22/2019 | 15:47 | Information Report | 12/22/2019 | CENTRAL | 0001 | 305CM... |
| 19-C00357 | | 1912210004 | 12/21/2019 | 14:46 | Information Report | 12/21/2019 | WORTH | 0001 | 305CM... |
| 19-C00354 | | 1912210003 | 12/21/2019 | 11:37 | 18-9-111 | 12/21/2019 | MILES | 0001 | 305CM... |
| 19-C00353 | | 1912210002 | 12/21/2019 | 09:30 | Information Report | 12/21/2019 | WORTH | 0001 | 305CM... |
| 19-C00355 | | 1912210005 | 12/21/2019 | 16:26 | ORD 294 (4) | 12/21/2019 | WORTH | 0001 | 305CM... |
| 19-C00351 | | 1912190002 | 12/19/2019 | 09:24 | ORD 291 (V) | 12/18/2019 | WILLS | 0001 | 301GM... |
| 19-C00352 | | 1912190016 | 12/19/2019 | 21:24 | 18-4-503 | 12/19/2019 | WILLS | 0001 | 301GM... |
| 19-C00349 | | 1912180001 | 12/18/2019 | 07:04 | Information Report | 12/18/2019 | 6TH | 0001 | 301GM... |
| 19-C00347 | | 1912170006 | 12/17/2019 | 12:10 | Warrant Arrest | 12/17/2019 | 112 | 0001 | 302AF... |
| 19-C00348 | | 1912170012 | 12/17/2019 | 19:37 | 18-4-401 | 12/17/2019 | WORTH | 0001 | 306DL... |
| 19-C00340 | | 1912160005 | 12/16/2019 | 10:55 | Information Report | 12/16/2019 | WORTH | 0001 | 305CM... |
| 19-C00341 | | 1912160006 | 12/16/2019 | 11:06 | Information Report | 12/16/2019 | WORTH | 0001 | 305CM... |
| 19-C00344 | | 1912160018 | 12/16/2019 | 19:18 | Warrant Arrest | 12/16/2019 | WORTH | 0001 | 304CW... |
| 19-C00343 | | 1912140003 | 12/14/2019 | 18:42 | Information Report | 12/14/2019 | MUSSMAN | 0001 | 304CW... |
| 19-C00339 | | 1912130007 | 12/13/2019 | 16:24 | 18-4-401 | 12/13/2019 | WILLS | 0001 | 305CM... |
| 19-C00338 | | 1912120003 | 12/12/2019 | 21:18 | Information Report | 12/12/2019 | MILES | 0001 | 303JR... |
| 19-C00337 | | 1912110004 | 12/11/2019 | 11:22 | Information Report | 12/11/2019 | HWY 112 | 0001 | 301GM... |
| 19-C00336 | | 1912100026 | 12/10/2019 | 16:22 | 18-4-409 | 12/10/2019 | TORRES | 0001 | 301GM... |
| 19-C00334 | | 1912090019 | 12/09/2019 | 22:43 | 42-4-1301(1)(a) | 12/09/2019 | 2ND | 0001 | 302AF... |
| 19-C00331 | | 1912090004 | 12/09/2019 | 11:00 | 18-4-506.5 | 12/09/2019 | SISNEROS | 0001 | 305CM... |
| 19-C00332 | | 1912090003 | 12/09/2019 | 10:58 | Information Report | 12/09/2019 | WARDEN | 0001 | 305CM... |
| 19-C00366 | | 1912090006 | 12/09/2019 | 13:58 | ORD 291 | 12/09/2019 | BROADWAY | 0001 | 305CM... |
| 19-C00330 | | 1912080001 | 12/08/2019 | 00:33 | 18-8-111 | 12/08/2019 | SYLVESTER | 0001 | 303JR... |

| Incident # | Other # | Event # | Date Reported | Time Rptd | Offense | Date Occurred | Street Name | Agency | Officer... |
|---|---|---|---|---|---|---|---|---|---|
| 19-C00328 | | 1912060002 | 12/06/2019 | 10:03 | Information Report | 12/06/2019 | 3RD | 0001 | 305CM... |
| 19-C00327 | | 1912050006 | 12/05/2019 | 19:18 | Information Report | 12/05/2019 | 1ST | 0001 | 304CW... |
| 19-C00325 | | 1912030001 | 12/03/2019 | 10:46 | Information Report | 12/03/2019 | HWY 112 | 0001 | 301GM... |

# Citations By Month
## Date Occurred is between 12/01/2019 and 12/31/2019

1/8/2020



| Date Occurred | First Name | Last Name | Cit Type Description | Officer Id |
|---|---|---|---|---|
| 12/6/2019 | BERNARDO | VELASQUEZ | MUNICIPAL TRAFFIC | 305CM |
| 12/7/2019 | RONALD | BAILEY | MUNICIPAL TRAFFIC | 305CM |
| 12/8/2019 | RANDOLPH | SANCHEZ | Criminal | 303JR |
| 12/9/2019 | ISABELLA | PHILBERN | MUNICIPAL SUMMONS | 305CM |
| 12/24/2019 | SAMANTHA | SILVA | MUNICIPAL TRAFFIC | 302AF |
| 12/28/2019 | CHERYL | GARCIA | STATE SUMMONS | 301GM |

**Totals: 6 records printed**

| Case Number | Sequence Number | Date | Code | Offense Type | Ordinance Type |
|---|---|---|---|---|---|
| 19-102 | 400 | 12/04/2019 | 141 | | Other |
| 19-105 | 200 | 12/04/2019 | 291 | ORDINANCE VIOLATION | Local |
| 19-106 | 200 | 12/05/2019 | 291(4) | ORDINANCE VIOLATION | Local |
| 19-107 | 200 | 12/16/2019 | 11019 | SPEED | State |
| 19-108 | 200 | 12/16/2019 | 11019 | SPEED | State |
| 19-109 | 200 | 12/30/2019 | 153 | IMPROPER/RECKLESS DRIVING | State |
| Grand Totals: | | 6 | | | |

# Utility Report December 2019 - January 2020

## Gas and Electrical Systems

### Gas

**Complete inspection of the rectifier for the gas system**
**Monthly testing of odorant in gas system**
**Complete quarterly inspections of gas system**
**Response to gas leak calls**
**Completed inventory count for the year**
**Responded to call for no gas at 4th and hurt street (Ice built up on gas regulator)**

### Electrical

**Changed street light fixture at Washington and Hwy 112**
**Added 2 LED yard light fixtures at Jones Oil.**
**Unloaded 7 single phase transformers**
**Trimmed trees in overhead services**
**Installed light fixture by school lift station**
**Installed new light fixture at 4th and Broadway**
**Replace 2 light fixtures at town hall**
**Fixed electrical services that fell off bolt on the pole in west center**

### Water

**Replace chlorine tanks and adjust pump for chlorine injection**
**Shut off water services due to non payment**
**Shut off water at numerous locations due to freezing services**
**Helped remove roof at east pump for new pump installation**
**Re-set some water meter pit covers that were not installed properly**
**Tried locating curb box for old community bank due to frozen pipes**

### Sanitation

**Pumped school lift station with trash pump multiple times including weekends**
**Assist the sanitation dept. to auger/jet sewers**
**Repair lift station at Center Schools**
**Removed control panel for lift station on Hwy 112 and moved it to the school lift station**
**Moved pump from Hwy 112 to school lift station**
**Located clean out for lift station at Hwy 112**
**Pumped lift station at Hwy 112 with trash pump**
**Changed out the power float at the park lift station**
**Snow removal with back hoe for road around sewage plant**
**Helped Dominick move bar screen trash**
**Clean excessive amout of potatoes from the bar screen during the weekends**

## Misc. Duties Performed

**Snow removal around town hall and utility shop**
**Removed the Christmas decoration in town**
**Re-program timers for the Casa Blanca Park lights**
**Repaired siren**
**Multiple locates and building code issues ( see Water )**
**Meter reading**
**Service orders and deliver delinquent notices**
**Disconnect and re-connection of delinquent customers (to be determined)**
**Deliver delinquent notices to customers (112)**
**Completed inventory count for the year**
**Clean and orginize the shop to make room for underground electrical material**
**Hauled compressor to alamosa for maintanance**
**Helped street crew install sander in the dump truck**

**NOTE:**
**Christmas decorations are in dire need of replacement;**
We are unable to purchase enough of the replacement lamps

**01/06/2020**

# TOWN OF CENTER
# WATER/SANITATION DEPARTMENT

1. Cleaned around sewer ponds.
2. Completed daily rounds to inspect lift stations, east and west pumps, and gas meters located at Hwy. 112/Broadway.
3. Checked run times on lift stations.
4. Created new spreadsheet to document lift station run times to keep closer track of any problems.
5. Daily water testing of influent and effluent water to include PH, chlorine, DO, TSS, etc.
6. Daily chlorine checks at various addresses with one on west side for west pump and one on east side for east pump.
7. Checked sewer main due to customer concern behind Vemco. Sewer main was frozen – contacted Davis plumbing to steam (thaw).
8. Added Degreaser to lift stations.
9. Added weekly chlorine doses at the sewer plant.
    a. Treated on; 12/04/2019, 12/11/2019, 12/18/2019, 12/23/2019, 12/30/2019
10. Took weekly samples to Sangre De Cristo lab in Alamosa.
    a. Taken on; 12/0/2019, 12/12/2019, 12/19/2019, 12/24/2019, 12/31/2019
11. Assisted Utilities crew with lift station at the School and Community Park.
12. Checked sewer main on Garcia St. & Washington St. due to customer concern. Line was backed up all the way to lift station at Community Park – Lift Station at community park down.
13. Assisted with replacing power float at the community park.
14. Replaced power float at the school lift station.

15. Scheduled appointments with Brown's Septic for pumping out lift station across from LDS church.
16. Contacted various locations attempting to locate replacement control panel for lift station.
17. Took 3 pumps to Central Pump for repair.
18. Jetted 3 lines in town.
19. Swept garage at sewer plant.
20. Assisted Streets department with the removal of canopies at Casa Blanca Park.
21. Trained with Anthony for snow removal.
22. Assisted Streets Department with shoveling snow in front of and on the side of Town Hall.
23. Contacted Jared at Allied potato in regards to potato coming into sewer plant.
24. Took black Dodge pickup in for repair of heater, window, and to check on oil use.
25. Took Jetter truck in for repair of antifreeze leak.
26. Completed inspection checklist of water tower.
27. Ordered spare parts for lift stations and chlorine pumps.
28. Located water lines/curb boxes for water meter project.
29. Shut off water and turned on again at 3 addresses due to broken lines.

By: Domonick Arellano

Date: 01/06/2020
Updated: 01/09/20

# Streets and Parks December 2019 Report

## Streets

1. Snow removal
2. Sand on streets
3. Fix stop signs.
4. Filled pot holes at street cuts.
5. worked on snow trucks installed led lights
6. Sweep streets with sweeper.
7. put up Christmas lights at park
8. Picked up trash on streets.
9. put sander on truck ready to sand
10. moved meter pits into storage
11. burned trees
12. cleaned and sweeped shop

## Parks.

1. Picked up trash at parks and dumped trash cans at the parks and on Worth Street.
2. Cleaned snow off walk path community park
3. Washed out trucks and equipment.

**Animal Cntrol**

Dog Patrol 1 to 2 hours per day as weather allo

Transported 4 dogs to the shelter

10 Called out on vicious dog and dog(s) at large call

Washed animal control unit out.

## December 31, 2019

**Building and Code Enforcement**

1. 51 - Building Permits have been issued YTD
2. 34 - Contractor and Business Licenses have been issued YTD.
3. Code Enforcement- Most violations are animal problems

**Electrical Upgrade**

1. Planning for spring start up. Most will have to do with terminating @ splice cabinets, transformers , and switch cabinets

**Iconergy ( Water Meter Project )**

1. Planning for startup in late March

**Paving**

1. A map has been put together and forwarded to Randy at Saguache County so he can do his planning and get an approximate price

**Town Hall Roof**

1. I have sent the quote back to Miller Construction for additional pricing and more explanations. He said he would be out of Town until the 1st or 2nd week in January
2. I have contacted the contractor to give us an price on raising the roof top units up and flashing them into the new roof

David Mehaffie