

STATE OF COLORADO)

SS.

THE TOWN OF SAN LUIS)

The Board of the Town of San Luis upon duly given notice, held a Regular Board Meeting on the 8th of January 2019 A.D., in the Town Hall meeting room in San Luis, Colorado. Mayor, Tiffany Gallegos called the meeting to order at 5:59 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; Roberta Romero, Trustee; France LaVoie, Trustee; Brian Valdez, Trustee; Shantae Martinez, Trustee; Jessica Durgan, Trustee; Jarad Sanchez, Mayor Pro Tem; Susan Sanderford, Town Manager and Anita Sandoval, Deputy Town Clerk. Absent: Barbara Zollars, Town Attorney.

Approval of the Minutes

Trustee Shantae Martinez moved to approve the regular meeting minutes from December 11th 2018, December 12th 2018, Special Meeting Minutes, and January 3rd 2019 Special Meeting minutes. Trustee Roberta Romero seconded. The motion carried unanimously

Adoption of the Agenda

Trustee Brian Valdez moved to adopt the agenda. Trustee Jarad Sanchez seconded. The motion carried unanimously.

I. Public Comments

A. Roberta Romero Centennial High School Homecoming Parade

Trustee Roberta Romero - asked the Board of Trustees to approve Centennial High School having their annual Homecoming Parade on Main Street, February 2nd 2019 at 10:30 am.

Trustee Jarad Sanchez moved to approve the Homecoming Parade for Centennial High School. Trustee Brian Valdez seconded. The motion carried unanimously.

II. General Business

A. Maintenance Truck

Mayor Tiffany Gallegos and Town Manager Susan Sanderford - suggested the town purchase a new maintenance truck since the current truck is 18-years-old and will start needing repairs. The gas gauge does not work correctly as well. The Board suggested keeping the business local. Trustee Jarad Sanchez stated he has concerns about buying a new truck. He suggested the Town Board look around and apply for a fleet deal with the dealerships for a discounted price. Trustee Jessica Durgan suggested the board look around so the town doesn't buy the first truck they find. The current truck is still needed for plowing snow and other heavy job duties. Town Manager Susan Sanderford asked what would be needed to get a Fleet deal.

Trustee Jarad Sanchez stated he will go to the Town & Country Dealer in Alamosa to get an application for the fleet deal.

Trustee Jarad Sanchez motioned to approve the Budget for maintenance truck in the amount of \$35,000.00 pending the surplus revenue the town may receive through the coming year. Trustee Brian Valdez seconded. The motion carried unanimously.

B. Discretionary Spending for Town Manager

Trustee Jarad Sanchez presented the Resolution 2019-01 a resloution for the Town Manager's discretionary spending.

Trustee Jarad Sanchez moved to approve Resolution 2019-01 Discretionary spending for the Town Manager. In the amount of no more than \$500, for emergency situations only. Trustee France Lavoie seconded. The motion carried unanimously

C. Pee-Wee

Rebecca Romero - presented a plaque to the Town of San Luis for the Town's sponsorship of the Pee-Wee basketball T-shirts for the 2018/2019 season.

D. Founder's Day

On April 5th 2019, the Town will participate in the Founder's Day Celebration organized by Adelante San Luis.

Mayor, Tiffany Gallegos suggested organizing a Color 5K Fun Run/Walk for families. The Board agreed to the family Color Fun Run/Walk on the Vega Road.

Trustee Jessica Durgan volunteered to help set up this event with Town Manager Susan Sanderford.

Mayor, Tiffany Gallegos suggested purchasing medals or trophies with a historical look that says, "The Oldest Town in Colorado-Est. 1851" for prizes. Mayor Gallegos will look in to the medals for a price. The admission fee will be \$20.00.

E. Unemployment Floyd Martinez

Town Manager Susan Sanderford received an application for Floyd Martinez for unemployment benefits.

Trustee Jarad Sanchez suggested he would help Susan fill out the documents correctly as he has filled those out before. If the application is accepted, then the Town will pay about \$7,000.00 for unemployment for Floyd.

F. Maintenance Applications/ Interviews

The deadline for the Maintenance Worker applications is January 18th 2019. The Town has received six applications. The interviews will be scheduled after January 18th 2019. On January 22nd 2019, the board will have a special meeting to go over the applications.

G. Decorated Christmas Houses

Trustee Roberta Romero, Code Enforcement, drove around town and took pictures of decorated houses. On January 8th 2019, the Town Board of Trustees selected the top four houses and put the owner's names into a drawing. Kathy Keegan, a town citizen, was present and drew the winner. Angel Martinez was the winner of the contest. A letter of the award and a \$25.00 gift card will be mailed to Angel Martinez.

III. Report by Officers

A. Sheriff's Office Report

A representative of the Costilla County Sheriff's Office was not able to attend this meeting as it was the new Sheriff, Danny Sanchez's, first day in office.

B. Clerk/Manager

Town Manager Susan Sanderford reminded the Town Board she will have an online training with Kimball Clarke, with Municipal Code software, January 15th 2019 at 10:00am. Kimball asked if the Town Board would like to take a training on how to properly use the MuniCode online software. The Board all agreed. Ms. Sanderford will set up the training.

Deputy Clerk Anita Sandoval, will call Xcel to have the Christmas lights taken down, and the pair of shoes off the electric line on 4th Street.

C. Code Enforcement

Trustee Roberta Romero reported there are no new construction project in the town at this time.

IV. Approvals

A. Mrs. Rios Restaurant New Liquor License

Trustee Roberta Romero moved to approve Mrs. Rios Restaurant New Liquor License. Trustee, Jarad Sanchez seconded. The motion carried unanimously.

B. Security System for Shop

Trustee Shantae Martinez moved to approve a Security System for the Town Shop. Trustee, Jarad Sanchez seconded. The motion carried unanimously.

C. Mayors Training \$450.00

Trustee Jessica Durgan moved to approve Mayor’s Leadership Training in Denver in the amount of \$450.00. Trustee, Brian Valdez seconded. The motion carried unanimously.

D. Town Manager Training \$149.00

Trustee Shantae Martinez moved to approve the Town Manager’s Employee/HR Training in the amount of \$149.00. Trustee, Jessica Durgan seconded. The motion carried unanimously.

E. Maintenance Contract

Trustee Jarad Sanchez moved to approve the On-Call Maintenance Contract for Trend Durgan. Trustee Brian Valdez seconded. The motion carried unanimously.

F. Town Manager Employment Contract

Trustee Brian Valdez moved to approve the six-month Town Manager’s Employment Contract for Susan Sanderford. Trustee, Shantae Martinez seconded. The motion carried unanimously.

G. USDA Principal Payment

USDA Principal Payment will be tabled until the spring or summer. Susan suggested the town board could review the income from sales tax revenue before making the payment.

V. Adjournment

Trustee Brian Valdez moved to adjourn at 7:01pm. Trustee, Shantae Martinez seconded. Motion carried unanimously.

THE TOWN OF SAN LUIS

Tiffany A. Gallegos
Tiffany Gallegos, Mayor

ATTEST:

Susan Sanderford

Susan Sanderford, Town Clerk/Manager

