

**STATE OF COLORADO)**

SS.

**THE TOWN OF SAN LUIS)**

The Board of the Town of San Luis, upon duly given notice, did hold a Regular Board Meeting on the 10<sup>th</sup> of December, 2019 A.D., in the Town Hall meeting room in San Luis, Colorado. Mayor, Tiffany Gallegos, called the meeting to order at 6:05 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; France LaVoie, Trustee; Shantae Martinez, Trustee (by phone); Roberta Romero, Trustee; Jessica Durgan, Trustee; Rebecca Romero, Town Clerk; Susan Sanderford, Town Manager. Absent: Jared Sanchez, Mayor Pro Tem; Barbara Zollars, Town Attorney.

**Approval of the Minutes**

Approval of October 8<sup>th</sup>, 2019 Regular Town Hall Minutes.

Trustee, Roberta Romero, moved to table approval of the October 8<sup>th</sup>, 2020 Regular Meeting Minutes for Board review. Trustee, Jessica Durgan, seconded. The motion carried unanimously.

**Approval of the Agenda**

Trustee, Jessica Durgan, moved to approve the agenda. Trustee, Roberta Romero, seconded. The motion carried unanimously.

**I. Budget Hearing**

**A. Approval of Resolution 2019-11, Levying Property Taxes 2020**

Mayor, Tiffany Gallegos, asked if there was anyone in the public who had questions or comments on Resolution 2019-11, Levying Property Taxes for 2020.

Citizen, Kathy Keegan, stated she was in shock at the amount the Town was paying yearly for the Costilla County Sheriff Office IGA.

Trustee, Jessica Durgan, made a motion to approve the Resolution 2019-11, Levying Property Taxes 2020. Trustee France LaVoie seconded. The motion carried unanimously.

**B. Approval of Resolution 2019-12, Adoption of 2020 Budget**

Trustee, Jessica Durgan, moved to approve the Resolution 2019-12, Adoption of 2020 Budget. The resolution summarizes the 2020 expenditures and revenues for the Town of San Luis for the year January 1<sup>st</sup>, 2020 through December 31, 2020. Trustee, Roberta Romero, seconded. The motion carried unanimously.

## **II. Public Comments**

*No public comment.*

## **III. New Business**

### **A. Richard Kuhn – Meat Market**

Mr. Richard Kuhn came before the Board to discuss the meat market he would like to open on Main Street. He told the Board he has come up with a better solution for slaughter of the animals by using mobile unit instead of on site. Thus, he will not have to slaughter here in the town in back of the Main Street location.

Mr. Kuhn stated the meat market will provide jobs once the process gets started.

Trustee, Roberta Romero, asked what the timing was on getting the project started. Mr. Kuhn stated about nine months

Town Manager, Susan Sanderford, will write the approval letter from the Board which will be mailed to Mr. Kuhn.

Trustee, Roberta Romero, moved to approved the letter to approve the meat market on Main Street. Trustee, Jessica Durgan, seconded. The motion carried unanimously.

### **B. Sheriff's Office IGA**

Town Clerk, Rebecca Romero, stated she and Town Manager, Susan Sanderford, attended the meeting held with the Costilla County Commissioners concerning the IGA. Ms. Romero stated the Sheriff's Office, and the County depends on the Town IGA funds which will include the additional amount requested for 2020.

Ms. Romero mentioned Sheriff Danny Sanchez stated Highway 159 was not a State Highway that is why we are not receiving any traffic citation revenue like Blanca because Highway 159 was not a state highway.

Town Manager, Susan Sanderford, stated she spoke with Officer Ricky Rodriquez from Blanca and they issue at least 500 traffic citations per year with a revenue of \$50,000. Ms. Sanderford stated the officers in Blanca are paid around \$40,000 a year.

Trustee, Roberta Romero, asked if we can decrease the dispatch payment for the inmates held in county jail for town offenses? Mayor, Tiffany Gallegos, stated if dispatch goes directly through state patrol, it would be less expensive.

Town Manager, Susan Sanderford, stated Sheriff Sanchez stated at the commissioner's meeting that a specific officer is not assigned directly for the Town.

Mayor, Tiffany Gallegos, asked if we should consider a month to month payout of the IGA instead of yearly?

Town Clerk, Rebecca Romero, mentioned Sheriff Danny Sanchez stated if we did get our own police officer, the county will respond but will not do investigations.

Town, Manager Susan Sanderford, stated we should discuss the issue more at the December 17<sup>th</sup>, 2020 to explore having a Marshal.

### **C. Elections**

Town Manager, Susan Sanderford, mentioned the election packet is in the Board's meeting packets. Ms. Sanderford stated there were three open positions for trustee.

Citizen, Kathy Keegan, asked which positions are up for election.

Ms. Sanderford stated Trustee, France LaVoie, has served her eight-year term. Town Trustee, Roberta Romero and Jessica Durgan, had a two-year term that expires in April 2020. Ms. Romero and Ms. Durgan will need to run in the 2020 election.

### **D. School Property**

Mayor, Tiffany Gallegos, asked if we had any annexation books in the Town Hall. Town Manager, Susan Sanderford, stated almost everything has been scanned in and we can go back and look at all the digital files for annexations.

Mayor, Tiffany Gallegos, mentioned after talking to Billy Vigil, the surveyor found that a lot of areas in the town have not been annexed. There are a lot of alleys that have not been vacated as well.

### **IV. Old Business**

#### **V. Planning and Zoning**

**A. Vicente Rios – not present**

#### **VI. Reports by Officers**

**A. Sheriff's Office**

Sergeant, Robert Clarke, stated there were eleven criminal cases, which equaled to approximately 32% of all citations. Sergeant Clarke mentioned there were two in custody from the Town.

Sergeant Clarke also stated that, according to the County Assessor, the school is part of the town. Mayor, Tiffany Gallegos, stated the school was not part of the Town. Town Clerk, Rebecca Romero, mentioned that citations have been given at the school that have come to the town and paid the fines to the town. Mayor, Tiffany Gallegos, asked if we are receiving any tax revenues for the school, if not, then the school is part of the county, not the Town.

### **B. Manager/Report Clerk Report**

Town Clerk, Rebecca Romero, asked the Board what days employees are to take off during the holiday season. Mayor, Tiffany Gallegos, stated Town Manager, Susan Sanderford, can make the final decision on holiday day off. Ms. Gallegos, asked to make an approved calendar so we know which days would be taken off throughout the year.

Town Clerk, Rebecca Romero, state there was a total of 266 people that attended Manito's Christmas.

Town Clerk, Rebecca Romero, mentioned Chico Madrid came in to ask for a speed sign to be placed by his dad's house on main street because the sixteen wheelers speeding when passing through Town.

Town Manager, Susan Sanderford, stated she received a special event liability insurance offer from CIRSA that the Board could consider purchasing. Ms. Susan Sanderford also mentioned the town would need to purchase insurance for 100 N. Church Place property. All insurance was tabled until further information could be reviewed.

Ms. Sanderford stated the survey is not completed yet for 614 Main Street property and has not been submitted for the closing of the property.

Ms. Sanderford mentioned the Town needs to sign the contract for the bike path for the park to get the project moving forward and the Town will need to put out bids for demolition of the Old Gym.

Mayor Gallegos stated she would rather put a bid out so a licensed contractor can do the trail work. Ms. Sanderford mentioned North River Landscape is a great company to get the job done. The amount budgeted for the trail work was \$18,900.00.

### **C. Maintenance**

Maintenance, Joey Urbina, stated the Town has light poles that go all the way up to the school. He stated he placed all the Christmas lights he could on the light poles that worked.

Mr. Urbina stated he weatherized the 100 N. Church Place house.

Town Manager, Susan Sanderford, looked into the dump truck for sale online. Ms. Sanderford stated the truck was located in Minnesota and she did not feel comfortable paying for the truck being sold on eBay site unseen. The Board Agreed.

Trustee, Roberta Romero, thanked Joey for all his hard work and everything in Town is looking good.

Mr. Urbina stated there was a concern about the trash at the south end of town and asked the renters to move the trash from off the road.

### **D. Code Enforcement**

Code Enforcement, Roberta Romero, stated Deputy Schultz gave a citation for a dog-at-large. Ms. Romero mentioned there has been a lot of issues with dogs-at-large in the Town that need to be addressed.

## **VII. For Approval**

### **A. Retail Marijuana License – La Casa Canna Bis Inc.**

Trustee, Roberta Romero, moved to approve the Retail Marijuana License for La Casa Canna Bis Inc. Trustee, Jessica Durgan, seconded. The motion carried unanimously.

### **B. Medina's Liquor – Liquor License Renewal**

Trustee, Roberta Romero, moved to approve Medina's Liquor License Renewal. Trustee, France LaVoie, seconded the motion. The motion carried unanimously.

**C. Approval Resolution 2019-14, Amendment of Resolution 2019-06**

Trustee, Jessica Durgan, moved to approve the amendment of Resolution 2019-14 to clarify final expenditures for the purchase of 100 N. Church Place. Trustee, Roberta Romero, seconded the approval. The motion carried unanimously.

**D. Approval Resolution 2019-15, Appropriation of Funds 614 Main St.**

Trustee, Jessica Durgan, moved to approve Resolution 2019-15 to appropriate funds from the general fund to purchase 614 Main Street to expand the park property. Trustee, France LaVoie, seconded. The motion carried unanimously.

**VIII. Executive Session – LaVoie Subdivision**

*Let the record reflect that no action or decisions were made in executive session.*

**E. Lavoie Subdivision**

Trustee, Jessica Durgan, motioned to approve the sub-divide of the LaVoie property at 1018 Casa Verde St. in San Luis. Trustee, Brian Valdez, seconded. The motion carried unanimously. There was a 4-1 vote.

**IX. Adjournment**

Trustee, Jessica Durgan, moved to adjourn at 7:48 pm. Trustee, Roberta Romero, seconded.

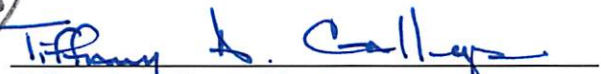
ATTEST:



Rebecca Romero, Town Clerk



THE BOARD OF THE TOWN OF SAN LUIS

  
Tiffany A. Gallegos, Mayor