

**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 11<sup>th</sup> of May 2021 A.D., via video conferencing due to the Coronavirus (COVID-19) State of Colorado requirements. Mayor Pro Tem, Brian Valdez, called the meeting to order at 6:05 p.m. The following were present to wit:

Tiffany Gallegos, Mayor; Brian Valdez, Mayor Pro Tem; Jessica Durgan, Trustee; Shantae Martinez, Trustee; Roberta Romero, Trustee; Julian Medina, Trustee; Susan Sanderford, Town Manager. Absent: Conrad Gallegos, Trustee; Barbara Zollars, Town Attorney.

**Adoption of the Agenda**

Mayor, Tiffany Gallegos, presented the May 11<sup>th</sup>, 2021 agenda for approval.

Trustee, Shantae Martinez, moved to adopt the agenda as presented. Trustee, Brian Valdez, seconded. Motion carried unanimously.

**Adoption of the Minutes**

Mayor, Tiffany Gallegos, presented the April 13<sup>th</sup>, 2021 Town Hall Meeting Minutes for approval.

Trustee, Jessica Durgan, moved to adopt the agenda as presented. Trustee, Julian Medina, seconded. Motion carried unanimously.

**I. Public Comments (limited to three minutes)**

*No public comments.*

**II. New Business**

**A. Mullins Appraisal**

Town Manager, Susan Sanderford, stated the cost estimate for the appraisal for the Covered Wagon building from Monte Mullins was \$2,500.

Trustee, Jessica Durgan, moved to accept the Mullin's appraisal for \$2,500. Trustee, Brian Valdez, seconded. Motion carried unanimously.

**B. Mental Health Proclamation**

Mayor, Tiffany Gallegos, presented the Valley Wide Health, Mental Health Proclamation to designate May 2021 as Mental Health Month.

Trustee, Julian Medina, moved to accept the Valley Wide Mental Health Proclamation. Trustee, Jessica Durgan, seconded. Motion carried unanimously.

### **C. Alamosa Public Health**

Town Manager, Susan Sanderford, stated Carol Keith from Alamosa Public Health came in to discuss the 2021 Santa Ana Festival and procedures for vendors who would be cooking and handling raw foods. All food vendors will be required to apply for a Food Handlers Permit from Alamosa Public Health and take a food handlers class to receive a certification permit.

#### **A. Huberto Maestas – Building Cleanup**

Town Manager, Susan Sanderford, stated she spoke with Dana Maestas who stated their plans were to have the building rubble removed by the end of June 2021. Mayor, Tiffany Gallegos, stated a code enforcement violation notice should be issued if the building rubble was not removed by the end of June 2021.

### **III. Reports by Officers**

#### **A. Manager's Report**

Town Manager, Susan Sanderford, stated Undersheriff, Cruz Soto, submitted a Conditional Use Permit application for the storage containers to be placed by the Sheriff's Office. The storage containers will be placed between the jail and the commodity building and an eight-foot pro-panel fence will surround the containers. Ms. Sanderford stated storage containers are allowed in the municipal code on public property by Conditional Use and approval by the Board. Mayor, Tiffany Gallegos, stated her concern was the safety of bio-hazardous materials, drugs and weapons being stored in the containers. The Board discussed the pros and cons of the approval of the storage containers and decided to table the issue until a meeting with the Sheriff's office and the town and county attorneys could take place.

Trustee, Jessica Durgan, moved to table the approval of the Sheriff's Office Conditional Use Permit for the storage containers. Trustee, Brian Valdez, seconded. Motion carried unanimously.

Ms. Sanderford, stated Valley Electric started work on the Main Street decorative light poles and should be finished in a couple of days.

Ms. Sanderford, reminded the Board Town Clean-up Day was scheduled for Saturday, May 15<sup>th</sup>, 2021 and suggested the Trustees attend.

Ms. Sanderford, stated the only application received for the maintenance position was Jesus Sanchez. Mr. Sanchez was interviewed, hired and will start May 24<sup>th</sup>, 2021 for 20 to 25 hours per week.

#### **B. Code Enforcement**

Code Enforcement, Roberta Romero, stated five Notice of Violation letters have been mailed to residents who need to clean up their yards.

### **IV. Approvals**

#### **A. Donation to 2021 Senior Class.**

Mayor, Tiffany Gallegos, presented the \$50.00 donation to the 2021 Senior Class for approval.

Trustee, Jessica Durgan, moved to approve the \$50.00 donation to the 2021 Senior Class. Trustee, Julian Medina, seconded. Motion carried unanimously.

**B. Valley Lock & Key Quote.**

Mayor, Tiffany Gallegos, presented the Valley Lock and Security quote for Town Hall cameras for the amount of \$2,161.96.

Trustee, Brian Valdez, moved to approve the \$2,161.96 Valley Lock and Security quote to install Town Hall cameras. Trustee, Shantae Martinez, seconded. Motion carried unanimously.

**V. Adjournment**

Trustee, Brian Valdez, moved to adjourn at 6:38 p.m. Trustee, Julian Medina, seconded. Motion carried unanimously.



**THE BOARD OF THE TOWN OF SAN LUIS**

  
Tiffany A. Gallegos, Mayor

**ATTEST:**

  
Susan Sanderford, Office of the Town Clerk