

City of Rio Communities Council Minutes
Regular Business Meeting
Tuesday January 9, 2018

Call to Order

- Mayor Mark Gwinn called to order the City Council regular business meeting at 6:00 pm.

Pledge of Allegiance

- Claudine Montano led the Pledge of Allegiance.

Roll Call

- Present: Mayor Mark Gwinn; Councilors, Bill Brown, Peggy Gutjahr, Arturo Sais and Thomas Scroggins.
Present: City Manager Bob Skerry, City Treasurer Celina Benavidez, Municipal Clerk Lisa Adair, EDC Chairman Jim Winters, RGEFD Chief Taylor Lewis and Court Clerk Lisa Adair.

Approval of Agenda

- Councilor Sais moved to approve the agenda as written. The motion was second by Councilor Scroggins. With a 4-0 vote the agenda for the City Council regular business meeting of January 9, 2018 was approved as is.

Approval of Workshop Minutes

- Councilor Gutjahr moved to approve the workshop minutes for November 28, 2017 and December 12, 2017. The motion was second by Councilor Brown. With a 4-0 vote the minutes for the Workshop held on November 28, 2017 and December 12, 2017 were approved as written.

Approval of City Council Minutes

- Councilor Scroggins moved to approve the City Council minutes of December 12, 2017. The motion was second by Councilor Sais. With a 4-0 vote the minutes for the City Council regular business meeting was approved as written.

City Manager Report

- Manager Skerry gave a recap/summary on the top 8 priorities that were set back at budget time.
- Manager Skerry explained that he was notified yesterday from Valencia County a bid package was released for resurfacing Manzano Expressway and further explained what areas the bid is concentrating on.
- Manager Skerry said EDC is still working on the annexation of the industrial park and explained that some of the management at Keter would like to help with recruiting for the fire department.
- Manager Skerry said this year's Capital outlay request will be for phase 4 of the completion of the building.
- Manager Skerry continued with the recap of the top 8 priorities list.
- Manager Skerry said that the installation of the street signs has been installed and there will be further signs ordered.
- Councilor Sais asked if there is a policy regarding putting personal signs on street/stop signs.
- Manager Skerry explained we do not have the personnel to remove the signs/flyers.
- Manager Skerry continued the recap of the top 8 priorities list.
- Manager Skerry said we have a schedule set for VALEO for 2018.

- Manager Skerry said we were thinking about getting another speed board trailer but he has received quotes to put in a solar digital sign that will go on top of a pole and said we have enough money in the LEPF fund to get this type of signs.
- Manager Skerry said nothing has been done on additional franchise fees and went over other areas that need to be completed.
- Manager Skerry explained that Jim Winters and Mayor Gwinn are looking at the next round of roads that need to go into the next DOT co-op grant.
- Manager Skerry explained the newsletter is in rough draft form but they are waiting for the election ballot placement before the approval.
- Manager Skerry explained there will be a large bill for animal control and further explained one of the things the code enforcer was working on was rewording the animal control ordinance to have the City be reimbursed when animals are placed in the shelter.
- Manager Skerry said the GRT and tax reform will be on the 30-day session for the legislature and said needs to be supported by all communities and councilors.
- Manager Skerry explained once again the capital outlay request of \$200,000 for the building completion and suggested the Councilors talk to the legislators tomorrow.

Public Comments

- No public comments.

Economic Development

- EDC Chairman Jim Winters said he had presented at previous meeting and the last version of the Economic Development and LEDA plans and said both are required by the State Economic Development for them to start sending us potential business to our City.
- Chairman Winters explained EDC is trying to work on moving forward with the Tillery building and getting further companies into the City.
- Councilor Sais asked regarding the Tillery Building have they looked at Tractor Supply.
- Chairman Winters said they are evaluating us.

Planning and Zoning

- Jim Winters explained that P&Z had put out a survey on parks and trail and had 100 responses. He then said he was asked to compile the data and put in a format that can be used by other areas of the City and explained the process of putting the data together.

Rio Grande Estates Fire Department

- RGEFD Chief Taylor Lewis gave the numbers for last month: 57 responses; 35 medical; 22 fire or non-medical. Currently there are 22 active members, 11 which are EMT's on the roster, he explained there is not any PR events for the month of January.
- Councilor Brown asked if we have a fire inspector.
- Chief Taylor explained that Jason Gonzales is still serving as the fire inspector.

Municipal Court – Court Clerk

- Clerk Adair gave the report month of December. No citations filled; amounts collected are: Correction fees \$40; Court Automation fees \$12; Judicial Education fees \$6; Court Fines of \$31 giving a total collected in the courts \$89.00 for the month of December.

Resolution 2018- __ County EMS GRT

- Treasurer Celina Benavidez read into the minutes Resolution 2018-112 Annual Budget amendment #6.

- Councilor Gutjahr moved to approve resolution 2018-112 County EMS GRT. The motion was second by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Resolution 2018-112 County EMS GRT was passed, approved, adopted and signed.

Resolution 2018 - __ 2nd Fire Funds Distribution

- Treasurer Benavidez read into the minutes Resolution 2018-113 Fire Funds Distribution.
- Councilor Scroggins moved to accept resolution 2018-113 annual budget amendment #5 as written. The motion was second by Councilor Gutjahr. Vote: Councilor Gutjahr-yes; Councilor Scroggins-yes; Councilor Brown-yes and Councilor Sais-yes. With a 4-0 vote Resolution 2018-113 Fire Funds Distribution was passed, approved, adopted and signed.

Resolution 2018 - __ Fire Department Fuel Card

- Treasurer Benavidez read into the minutes resolution 2018-114 fire department fuel card
- Councilor Sais moved to accept Resolution 2018-114 Fire Department Fuel Card. The motion was second by Councilor Gutjahr. Vote: Councilor Brown-yes; Councilor Scroggins-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote Resolution 2018-114 Fire Department Fuel Card was passed, approved, adopted and signed.

Accounts Payable -- City Treasurer Celina Benavidez

- Treasurer Benavidez asked permission to pay the following bills.

PDS Pest Defense Solutions	\$ 144.20	Valencia County Treasurer	\$ 4,413.20
Valencia County Treasurer	\$ 110.25	Robles, Rael, Anaya	\$ 129.00
NM Municipal League (mgr.)	\$ 100.00	Sharp	\$ 120.78
Gusto	\$ 2,156.29	Gusto	\$ 5,148.61
Card Service Center	\$ 908.81	PNM	\$ 364.40
PNM	\$ 359.45	Comcast Business	\$ 297.90
Universal Constructors	\$ 4,536.90	Robert Teague	\$ 120.00
Dennis Kintzler	\$ 150.00	L.E. Rubin	\$ 150.00
John Thompson	\$ 90.00	Lawrence Gordon	\$ 90.00
Jimmie Winters	\$ 120.00	Kuan Tikkun	\$ 60.00
Frances Rossberg	\$ 120.00	Frank Logan	\$ 120.00
Universal Card Services	\$ 2.00	Universal Card Services	\$ 576.75
Village of Los Lunas (VRECC)	\$ 5,921.75	Century Link	\$ 187.10
Heather Benavidez (Judge-Jan)	\$ 100.00	TLC Plumbing & Utility	\$ 395.28
Elizabeth Adair (Court Clerk)	\$ 86.25	NM Gas Co	\$ 919.58
Southwestern HR Consulting	\$ 229.78	AC Disposal Service	\$ 48.00
Gusto	\$ 63.00	Gusto	\$ 2,798.47
Gusto	\$ 5481.55	Number 9 Media (resolution)	\$ 549.45
Century Link	\$ 84.85		

- Councilor Gutjahr asked regarding animal control for the month of October the bill wasn't that high but the following month it was, was there any special reason for the increase.
- Mayor Gwinn said there was a lot of cats.

- Manager Skerry explained that someone had complained regarding the feral cat problem and they put out traps and caught 17 cats.
- Councilor Scroggins moved to pay our accounts payable as presented. The motion was second by Councilor Brown. Vote: Councilor Sais-yes; Councilor Brown-yes; Councilor Scroggins-yes and Councilor Gutjahr-yes. With a 4-0 vote accounts payable was approved for payment.

EDC LEDA – Jim Winters

- Mayor Gwinn explained Jim Winters gave a preview of what this is about and his request to move it forward.
- Councilor Gutjahr asked are we voting to approve the Economic Plan and then move forward with the draft of the LEDA.
- Manager Skerry explained what they are approving is the draft language. He further explained that both plans will have to be under an ordinance and the procedure of coming in front of council for their vote of a 14-day review.
- Councilor Brown said what he is understanding is they need an approval of the draft EDC plan and LEDA.
- Manager Skerry explained that we need approval for the overall content, so it can be taken to the State EDC and say that we have approved the content of a LEDA and EDC plan and we are working on the ordinance.
- Councilor Gutjahr moved to approve the content of the Economic Development Plan and the LEDA plan. The motion was second by Councilor Scroggins. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Sais-yes and Councilor Scroggins-yes. With a 4-0 vote Council approved the content of the Economic Development plan and LEDA plan.

Executive Session discussion on Evaluation of City Manager personnel position. NM Section 10-15-1 (B)(H)(2)

- Mayor Gwinn asked for a motion go into executive session.
- **Motion and roll call vote to go into close session**
 - Councilor Gutjahr moved to move to go into Executive Session discussion on the evaluation of city manager personnel position. NM Section 10-15-1 (B)(H)(2). The motion was second by Councilor Brown. Vote: Councilor Scroggins-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Council went into executive session at 7:06 pm.
- **Motion and roll call to go back into regular business meeting session**
 - Councilor Gutjahr made a motion with a roll call vote to go back into regular business meeting session. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Scroggins-yes and Councilor Sais-yes. With a 4-0 vote Council returned to regular session at 9:22 pm.
- **Welcome everyone back and Statement by the Mayor: The Governing Body of the City of Rio Communities, New Mexico, hereby states that on January 09, 2018 a Closed Executive Session was held and the matters discussed in the closed meeting were limited only to the Evaluation of the City Manager personnel position as posted on the agenda**
 - Mayor read into the minutes the above statement.

Council Reports

- Councilor Scroggins, Councilor Brown and Councilor Gutjahr had nothing to report.
- Councilor Sais said his is on the advisory board of the older Americans and they will be meeting on February 21 at Del Rio Senior Center.

Adjourn

- Councilor Brown moved to adjourn. The motion was second by Councilor Sais. With a 4-0 vote the City Council regular business meeting was adjourned at 9:24 pm.

Respectfully submitted,

Elizabeth (Lisa) Adair
Municipal Clerk

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Councilor Mayor Pro-tem

William (Bill) Brown,
Councilor

Arturo R. Sais,
Councilor

Thomas Scroggins,
Councilor

Date: _____