

City of Rio Communities Council Minutes  
Regular Business Meeting  
Tuesday May 8, 2018

**Call to Order**

- Mayor Gwinn called to order the city council regular business meeting at 6:00 pm.

**Pledge of Allegiance**

- Marilyn Winters led the Pledge of Allegiance.

**Roll Call**

- Present: Mayor Mark Gwinn, Councilors; Bill Brown, Peggy Gutjahr, Arturo Sais and Joshua Ramsell.

Present: City Manager Bob Skerry, Finance Officer/Treasurer Celina Benavidez, Municipal Clerk Lisa Adair, EDC Chairman Jim Winters, RGEFD Fire Chief L.E. Rubin, P&Z Member Dennis Kintzler and Municipal Court Clerk Lisa Adair.

**Approval of Agenda**

- Councilor Gutjahr moved to approve the agenda for the regular business meeting of May 8, 2018 at 6:00 as is. The motion was second by Councilor Brown. With a 4-0 vote the agenda for the City Council Regular business meeting was approved as presented.

**Approval of Workshop Minutes**

- No workshop minutes to approve.

**Approval of City Council Minutes**

- Councilor Gutjahr made a motion to approve the city council minutes of 4/10/18. The motion was second by Councilor Brown. With a 4-0 vote the City Council regular business meeting for April 10, 2018 was approved as written.

**Swearing in of Judge Pro-tem Claudine Montano**

- Judge Benavidez swore in Claudine Montano as the Municipal Court Judge Pro-tem.

**City Manager Report**

- Manager Skerry explained that all intersections are done except for 3 and they still have a few more potholes that are marked to be completed. He then said the chip-n-seal will be completed hopefully in this budget year.
- Manager Skerry said the Council has agreed to go with FBT architect for the building and they have given Council a revised time schedule due to the drainage situation. He then explained they will need another meeting with Council to give them further options and cost for the canopies, drainage and other areas.
- Manager Skerry explained that FBT has also looked at options to possibly upgrading the fire department facade to match City Hall. He further explained the preliminary drawings, the possible processes and phases they would do this in.
- Councilor Brown said there is a problem with the signage at the fire department.
- Manager Skerry said FBT will also be looking at putting up the fire department logo along with a smaller sign below saying the city of Rio Communities.
- Manager Skerry said he ordered more signs and caps for the poles and then explained which signs were ordered.

- Manager Skerry said he and the Finance Officer, next week will be going to an advanced CPO training.
- Manager Skerry explained that he has been invited to do a 10-minute presentation to the site committees from NMIDEA.

### **Public Comment**

- No public comments.

### **Economic Development**

- Chairman Jim Winters handed out a description of what EDC is working on and explained they are working on this year's budget and what can be carried over to next year for EDC.
- Chairman Winters explained areas of new business opportunities in Rio Communities; breakfast and lunch restaurant, laundromat and office space. He then said that he feels this has been the most activity Rio Communities has seen in the last 20 years and continued with his list of what EDC members are working on.
- Mayor Gwinn asked if EDC can do a grand opening for Claudine's Coffee Shop.
- Chairman Winters turned to Claudine Montano and offered EDC to have a grand opening for her shop and explained that he will talk with her to set something up.
- Councilor Sais asked if the Tillery building is contaminated.
- Chairman Winters said as far as we know it is clean.
- Councilor Gutjahr asked if the person who is holding that particular property is not interested in moving forward.
- Chairman Winters explained the situation of the owner not talking to EDC.
- Councilor Brown asked regarding the LEDA is there anything in the horizon to start using funds.
- Chairman Winters said that we have to have a find a project that benefits the City and then explained the process and rules before using the funds.

### **Planning and Zoning**

- P&Z Member Dennis Kintzler said P&Z is setting up the joint meeting on the 17<sup>th</sup> with Council regarding solid waste.
- Mayor Gwinn asked that they get with the Clerk for her to help P&Z setup the meeting.

### **Rio Grande Estates Fire Department**

- RGEFD Fire Chief L.E. Rubin passed out a report for the fire department to Council.
- Chief Rubin explained they are still working on the renovation on the fire department and said they have ordered the hood that goes over the stove.
- Chief Rubin gave the stats for the month of April: 64 calls were answered; 43 calls from main station; 21 calls from Tierra Grande Station; 21 of the calls were fire and 43 were EMS; 2 new members on pre-probationary (30 days); 2 pre-probationary members advanced to their 6-month probation period; Lt. Rael and Firefighter Creg passed the National EMT basic exam; Nathan Gonzales has been named Training Officer; Eli Martinez has been named the Safety Officer; 1 building inspection was completed and 1 fire is currently under investigation.
- Mayor Gwinn asked if the locks were changed going out into the river.
- Chief Rubin explained they have changed the locks and explained that it is very difficult to keep vehicles out.
- Councilor Sais asked fireworks are coming up what is the Fire Department doing to enforce the situation.

- Chief Rubin said a few years back Council did the right thing and came up with a resolution and was shot down and then said it is an uphill battle to get it passed and enforced. He then said whatever it done they will help to enforce it.

**Treasurer Report**

- Treasurer Celina Benavidez asked to give the report at a later date.

**Municipal Court**

- Court Clerk Lisa Adair gave the court report for the month of April 2 citations filled in the courts; amounts collected are: Correction fees \$80; Court Automation fees \$24; Judicial Education fees \$12; Court Fines of \$200 giving a total collected in the courts \$316 for the month of April.

**Accounts Payable**

- Finance Officer/Treasurer Celina Benavidez gave the accounts payable report of the following bills.

Valencia County (animal control)	\$ 1,619.63	AC Disposal	\$ 360.00
Havona Environmental	\$ 437.53	Bob Skerry (travel)	\$ 120.40
USPS (marketing postage)	\$ 225.00	Sharp	\$ 46.82
Gusto	\$ 5,306.40	Gusto	\$ 1,972.23
Applied Concepts (speed signs)	\$ 14,516.00	NM Gas Co.	\$ 257.31
Comcast	\$ 288.74	Century Link	\$ 84.85
PNM	\$ 259.39	PNM	\$ 309.48
Universal Constructors (roads)	\$ 54,965.56	NMML (clerk training)	\$ 275.00
Gusto (payroll processing)	\$ 75.00	Heather Benavidez (Travel)	\$ 90.13
Heather Benavidez (Judge-May)	\$ 300.00	Elizabeth Adair (Court Clerk)	\$ 164.49

- Councilor Gutjahr asked under animal control how many animals were housed.
- Benavidez said she doesn't have the number on top of her head, but she knows there were 7 puppies along with the mother.
- Councilor Gutjahr asked regarding the asbestos testing was any found.
- City Manager explained the testing that was done, and they are working up an estimate on the removal of the tiles.
- Councilor Sais moved to pay our bills as read by the Treasurer. The motion was second by Councilor Ramsell. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Ramsell-yes and Councilor Sais-yes. With a 4-0 vote accounts payable was approved for payment.

**Resolution 2018- \_\_ County EMS GRT**

- Finance Officer/Treasurer Benavidez read into the minutes Resolution 2018-119 county EMS GRT.
- Councilor Gutjahr moved to approve Resolution 2018-119 County EMS GRT. The motion was second by Councilor Sais. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Resolution 2018-119 EMS GRT was passed, approved, adopted and signed.

**Resolution 2018 - \_\_ 3<sup>rd</sup> and 4<sup>th</sup> Fire Funds Distribution**

- Finance Officer/Treasurer Benavidez read into the minutes Resolution 2018-120 3<sup>rd</sup> and 4<sup>th</sup> fire funds distribution.

- Councilor Brown moved for the approval of Resolution 2018-120. The motion was second by Councilor Ramsell. Vote: Councilor Gutjahr-yes; Councilor Brown-yes; Councilor Sais-yes and Councilor Ramsell-yes. With a 4-0 vote Resolution 2018-120 Fire Funds Distribution (3<sup>rd</sup> & 4<sup>th</sup>) was passed, approved, adopted and signed.

#### **Resolution 2018 - \_\_ Fire Department Fuel Card**

- Finance Officer/Treasurer Benavidez read into the minutes Resolution 2018-121 fire department fuel card.
- Councilor Gutjahr moved to approve Resolution 2018-121 Fire Department Fuel Card. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 4-0 vote Resolution 2018-121 Fire Department Fuel Card was passed, approved, adopted and signed.

#### **Resolution 2018 - \_\_ NMDOT Grant**

- Finance Officer/Treasurer Benavidez read into the minutes Resolution 2018-122 NMDOT grant.
- Councilor Sais moved to approve Resolution 2018-122 NMDOT Grant. The motion was second by Councilor Brown. Vote: Councilor Gutjahr-yes; Councilor Ramsell-yes; Councilor Brown-yes and Councilor Sais-yes. With a 4-0 vote Resolution 2018-122 NMDOT Grant was passed, approved, adopted and signed.

#### **NMIDEA Professional Development – joining Bob Skerry**

- Manager Skerry read the mission statement of NMIDEA and explained we have joined Albuquerque economic development and said they work hand in hand with the State ED and NMIDEA is an economic development group at the State level.
- Manager Skerry said he would like to promote our City further and one idea is changing the logo and the slogan.
- Councilor Sais asked what the difference between a patron and a member is.
- Manager Skerry explained the levels of memberships offered when joining NMIDEA and the benefits of being a member.
- Councilor Sais moved to accept the membership for NMIDEA for Bob Skerry in the amount of \$250.00. The motion was second by Councilor Gutjahr. Vote: Councilor Sais-yes; Councilor Ramsell-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Manager Skerry's membership to NMIDEA was approved for payment by Council.

##### **Public input/questions (3) minutes to address the Council**

- No public comments.

#### **Placement of Solar powered speed signs**

- Mayor Gwinn asked if Council gave a thought of where to place the solar speed signs.
- Councilor Brown said he would like to see them heading west on Hillandale, west on Del Fuego, heading south on Hwy 47, south of the mobile home park on Hwy 304 and Golf Course Rd.
- Councilor Gutjahr said she would like to see them on Goodman and Golf Course both directions.
- Councilor Sais said he would like to see them heading east on Hillandale and on Horner.
- Councilor Ramsell would like to see on Golf Course, 2 on Goodman, 1 on Hillandale and 1 on Nancy Lopez.
- Mayor Gwinn said he would like to see Manzano going each direction, north bound on Hwy 47 and 1 on Golf Course and one on Goodman as well.

- Councilor Gutjahr said we will be going for these types of signs again and then said we have a hierarchy of need and suggested Golf Course, Goodman, Hillandale and then Nancy Lopez.
  - Public input/questions (3) minutes to address the Council
    - Dennis Kintzler suggested talking with the law enforcement officer where the need is.
    - Mayor Gwinn explained that the needed is everywhere, but Goodman was a big area.
    - L.E. Rubin asked how much do these signs cost.
    - Manager Skerry explained about \$3700 - \$4000 apiece.
    - Mayor suggested approving 2 on Manzano, Golf Course, Hillandale and Nancy Lopez.
- Councilor Gutjahr moved for the placements of the solar powered speed signs be placed: The Large one on Golf Course, two on Manzano, one East on Hillandale and one West on Nancy Lopez. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote Council approved the placements of the solar speed signs to be placed at the intersections as describe in the motion.

### Fireworks

- Councilor Brown gave a synopsis's to banning or restricting fireworks in the City.
- Councilor Brown said he would like to table this until the next meeting of May 22, 2018 so that Council can reword the proclamation to state the restriction of certain types of fireworks along with the city ordinance.
- Manager Skerry suggested Council to make phone calls and get the exact verbiage and explained what happened the last time we tried this was using the word "banned".
- Councilor Sais asked every time we have a drought would we have to do this again.
- Chief Rubin explained every time we have to proclaim 20 days prior to the holiday or event during extreme drought.
- Councilor Sais asked what the policy of issuing a citation for illegal use of fireworks.
- Chief Rubin explained the scenario and further explained they have not issued at this point. He then asked if this is going to happen they will need law enforcement to assist in backup.
- Mayor Gwinn said that this issue should come up in the future at VALEO.
- Councilor Brown agreed because it does not help when everywhere else is selling the fireworks that we are restricting.

### Council Reports

- Councilor Ramsell explained that he was given a suggestion regarding the intersection at the River if we could possibly do a traffic study in that area adding an additional turn lane.
- Manager Skerry said it is unfortunate that DOT goes by the amount of accidents before something in done.
- Councilor Sais said he applied for a scholarship for NALEO and was approved and then said he will be attending a training in Long Beach CA May 17<sup>th</sup> – 19<sup>th</sup>.
- Councilor Brown said he is in repossession of draft ordinances and he will be working on them.
- Councilor Brown asked how long the positions for code enforcer and finance clerk be posted.
- Manager Skerry said until they are filled and then explained the posting places.
- Mayor Gwinn said he heard that the notice was passed out at the VFW to their members for the code enforcer position.
- Councilor Gutjahr had nothing to report.
- Mayor Gwinn said La Merced science fair will be this Thursday.

- Mayor Gwinn explained at the last cleanup they filled two dumpsters and people were starting to show up at 6:30 and when the dumpsters showed up there was already 20 vehicles waiting and by 9:15 they were full, plus they had a wood shredder.

**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 7:51 pm.

Respectfully submitted,

\_\_\_\_\_  
Elizabeth (Lisa) Adair,  
Municipal Clerk

Date: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Mark Gwinn,  
Mayor

\_\_\_\_\_  
Margaret (Peggy) Gutjahr,  
Councilor Mayor Pro-tem

\_\_\_\_\_  
Bill Brown,  
Councilor

\_\_\_\_\_  
Joshua Ramsell,  
Councilor

\_\_\_\_\_  
Arturo R. Sais,  
Councilor