

City of Rio Communities Council Minutes
Regular Business Meeting
June 12, 2018

Call to Order

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

Pledge of Allegiance

- Celina Benavidez 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 Member Jim Winters, P&Z Member Jim Winters, RGEFD Fire Chief L.E. Rubin, and Court Clerk Lisa Adair.

Approval of Agenda

- Councilor Brown moved for the approval of the agenda as written. The motion was second by Councilor Ramsell. With a 4-0 vote the agenda for the regular business meeting was approved as presented.

Approval of Workshop Minutes

- Councilor Gutjahr moved to approve the workshop minutes for April 24, 2018 and May 8, 2018. The motion was second by Councilor Sais. With a 4-0 vote the workshop minutes for April 24 and May 8, 2018 were approved as written.

Approval of City Council Minutes

- Councilor Brown moved to approve the city council minutes of 5/8/18. The motion was second by Councilor Gutjahr. With a 4-0 vote the minutes for the City Council regular business meeting of May 8, 2018 was approved as written.

City Manager Report

- Manager said it is ICIP (infrastructure Capital Improvement Plan) time again and explained this is a five-year plan, the different areas that we can get grants for capital improvement and also explained that we had received these funds for the improvement of the city hall building. He also said that you have to plan a year in advance.
- Manager Skerry explained some accounting issues from the auditor regarding the fire department and the fire funds adjusting the liabilities on the rescue vehicles and said we will be doing a budget adjustment later during this meeting.
- Manager Skerry explained that Frederico and various intersections have been completed and they are looking at doing stripping. He then gave a list of what roads may be stripped.
- Manager Skerry explained that we will be looking at installing solar lights at Horner/Hillandale; Horner/Goodman; Nancy Lopez/Hwy 47 but that will take more time since it is a DOT road.
- Councilor Sais asked for the roads once again.
- Manager Skerry continued with the list; Nancy Lopez/Frederico; Nancy Lopez/Lee Trevino; Kagan/Guapo; Kagan/Suncrest and then said they are solar LED lights that can be placed at various areas not needing electricity or a meter. He then said the lights at Chamesa should be on tonight.
- Manager Skerry reiterated where the digital speed signs will be placed.

- Manager Skerry said he received notification from the Water company they have 104 taps, meters, yokes and municipex that they are replacing. They will be working on Lee Trevino then going up East on Nancy Lopez. He then gave a schedule, they will be doing the work between 12:00 and 1:30pm starting no earlier than July 9th.
- Manager Skerry said that we will need to cancel VALEO due to a conflict of dates with National Night Out and began a discussion on keeping VALEO going and developing the whole county.
- Manager Skerry explained there is a lot of potential economic growth around the region and in the industrial park.

Public Comment

- Mary Ann Rittner-Holmes, volunteer from the RGEFD; speaking today as an individual not on behalf of the fire department. She said there is a lot of rumors going around about paid positions at the fire department regarding a paid fire chief, assistant fire chief or 4 paid EMT's. She said she is in favor of a paid Chief and Assistant Chief and gave a statement to her opinion is that the fire department is fragmented and needs more continuity and strong leadership.

Economic Development

- EDC Member Jim Winters said he is no longer the Chairman for EDC and then explained they are still recruiting business to the City and explained what is going into the old Goldie's complex building is a restaurant and a laundry mat.
- Jim Winters said the Coffee shop has been opened for about 9 months now and they are doing good. He then said the welcome neighbor program had started with 25 packets and they have given them all out.
- Councilor Sais mentioned that the stripping of the parking lot was done by the Coffee shop and not the moose lodge.
- Jim Winters continued with his report on EDC.

Planning and Zoning

- P&Z member Jim Winters said P&Z has experienced the busiest summer ever and then explained they are eventually looking at 8 or 9 sub-divisions and looking at eventually adding 500 – 700 houses to the City.
- Jim Winters explained P&Z is looking at working with a developer off of Montano and another project that is starting over on the far west side of town.
- Jim Winters said P&Z is actively looking at all the ordinance.
- Councilor Sais asked are there proposed projections for housing growth that we can give to potential large grocery stores.
- Jim Winters said they are looking at an increase of building permits and when that count goes up then they can start advertising and that is what generates the interest.

Rio Grande Estates Fire Department

- RGEFD Fire Chief L.E. Rubin said for the previous month of May they answered for the combined fire house 80 calls. He explained that various entries included the County has passed burn ban notice to their respective jurisdictions therefore He has also under our ordinance 2013-12 the chief has the authority to implement such a ban and then stated on June 2 he has enacted the ban and implemented it for 45 days.
- Chief Rubin swore in the Elias Martinez, David Rael and Steven Gonzales as Municipal Fire Code Enforcers.
- Mayor Gwinn asked who is going to be monitoring the river at night for the campfires.

- Chief Rubin explained that this is the County's jurisdiction, but they will also be there for support if the County needs them.
- Councilor Sais asked during the ban is there not going to be burn days for the City.
- Chief Rubin explained that this is a total ban including burn/no burns days.

Municipal Court

- Municipal Clerk Lisa Adair mentioned that on May 20, the pet vaccination clinic was held outside of City Hall hosted by PETCO and the Moose Lodge also the City had a booth there selling dog licenses. She then explained that 85 pets were vaccinated 4 cats and 81 dogs; the city issued 16 licenses.
- Court Clerk Lisa Adair explained that she has ordered the non-traffic citations and further explained that these citations will be used by code enforcement, fire department and law enforcement. She then gave the court report for the month of May 11 traffic citations were filled in the courts; amounts collected are: Correction fees \$60; Court Automation fees \$18; Judicial Education fees \$9; Court Fines of \$150 giving a total collected in the courts \$237 for the month of May.
- Jim Winters explained regarding the trash along the Hwy, a couple that just moved into the city have adopted a strip of the Hwy from the Mormon church to the traffic light on Hwy 304 and their Son has adopted the area from the Mormon church to the city limits.

Exempt Replat of Tracts A and B. Land of Leroy Stevenson, City of Rio Communities, New Mexico Re-plat Subdivision

- Manager Skerry explained any re-plat or division of any property line in New Mexico constitutes a sub-division and there are exemptions for single properties and said P&Z has met with the individual requesting the replat. He further explained he has signed the replat on behalf of P&Z and said it will need the signatures of both the Mayor and the Clerk if it is approved by Council.
- Councilor Sais moved to accept the replat of Tracts A and B Land of Leroy Stevenson as presented by our City Manager. The motion was second by Councilor Gutjahr. Vote: Councilor Ramsell-yes; Councilor Brown-yes; Councilor Gutjahr-yes and Councilor Sais-yes. With a 4-0 vote on exempt replat of Tracts A and B. Land of Leroy Stevenson, City of Rio Communities, New Mexico Re-plat Subdivision was passed, approved and signed.

Mayoral Proclamation

- Councilor Brown explained we are probably in the worst drought season ever and also some severe weather and the reasoning for the proclamation restricting and sale and ban of fireworks. He further explained the State Statue as well as been compatible with our own ordinance and the proclamation will be in effect until 11th of July, but if conditions are still bad we can extend the time frame.
- Councilor Sais asked if this is pertaining to fire arm discharge also.
- Mayor Gwinn said this is only covering fireworks.
- Clerk Adair read into the minutes the Mayor's proclamation regarding fireworks ban restrictive use in severe drought.

Accounts Payable

- Treasurer Benavidez said she wanted to make a public statement regarding a bill that is being requested to be paid from her and read a statement for the record and into the minutes Council directing her to pay Southwester HR Consulting (the statement is part of the official minutes packet).
- Treasurer Benavidez gave the accounts payable report for the period of 5/30/2018 – 06/12/2018.

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| Richard Saavedra | \$ 85.00 | Gusto (payroll processing) | \$ 75.00 |
| Universal Fuel Card | \$ 95.84 | Universal Constructors-roads | \$ 72,669.00 |
| PNM | \$ 296.10 | PNM | \$ 274.91 |
| Bob Skerry (travel) | \$ 67.51 | Century Link | \$ 84.85 |
| Comcast | \$ 288.74 | Gusto | \$ 1,977.08 |
| Gusto | \$ 5,358.35 | Card Service Center | \$ 4,090.89 |
| NM Water Service Co | \$ 241.62 | NM Water Service Co | \$ 240.52 |
| Heather Benavidez (Judge-June) | \$ 300.00 | Elizabeth Adair (Court Clerk) | \$ 162.60 |
| CSTI, LLC (topograph) | \$ 2,793.38 | NM Gas Co. | \$ 60.03 |
| Lyle Signs | \$ 176.89 | Lyle Signs | \$ 752.00 |
| Gusto | \$ 1,970.00 | Gusto | \$ 5,339.53 |
| AC Disposal | \$ 360.00 | AC Disposal | \$ 360.00 |
| AC Disposal | \$ 48.00 | Number 9 media (job ads) | \$ 310.56 |
| Southwestern HR Consulting | \$ 3,450.72 | | |

- Councilor Ramsell moved to pay the bills as stated in the accounts payable report. The motion was second by Councilor Sais. Vote: Councilor Brown-yes; Councilor Gutjahr-yes; Councilor Sais-yes and Councilor Ramsell-yes. With a 4-0 vote accounts payable was approved for payment.
- Jodi Skelton asked Council to elaborate on what the HR bill was about.
- Mayor Gwinn explained what the HR company was hired for and then said there was an issue between the RFP and the contact person.
- Treasurer Benavidez explained there was some areas outside of the scope of work that there was a breach of the contract.

Resolution 2018-xx Fire Department

- Manager Skerry read into the minutes Resolution 2018-xx fire department transferring from the general fund to the fire protection fund.
- Councilor Gutjahr moved to approve Resolution 2018-124 Fire Department. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-y. With a 4-0 vote Resolution 2018-124 Fire Department was passed, approved, adopted and signed.

Council Reports

- Councilor Ramsell said on the fire department older doors it would be great when we upgrade the exterior of the fire department to use these doors. He then asked if we could possible put the parks on the agenda for the June 24th meeting for an update. He then said if we could also put the fire department personnel on the workshop meeting of the 24th as well.
- Councilor Sais asked when the two position, is there a closing date on them.
- Manager Skerry said it is open until filled.
- Councilor Sais said these positions have been a concern for a while and doesn't want a delayed tactic.
- Councilor Sais said there is a division on the fire department and would also like to see this on the agenda. He then said there has been some proposals that have been presented regarding the hiring.
- Councilor Sais said he met with Lupe from the senior program and explained they are serving 65-70 meals a day and they are looking at a summer youth program where they will be stripping the floors and waxing them.

- Councilor Brown handed out a budgeting process that we might consider as described on the DFA website, which we may considered to describe to the residents the actual process that Council will go through.
- Councilor Gutjahr thanked Councilor Brown for all the work he did on the fireworks proclamation.
- Councilor Gutjahr explained the Wellness Council for the County puts on a CRUNCH and the next one is on produce and she further explained it is Friday at Anna Becker Park.
- Mayor Gwinn said Saturday is our cleanup and he doesn't believe the wood chipper will be there.
- Mayor Gwinn said on the 23rd of this month the NMML is holding their resolution development committee and He, some of the Council, the City Manager and the Clerk will be attending and explained the different areas of the committees.
- Mayor Gwinn said National Night Out hosted by the Valencia County Sheriff department will be in front of our City Hall on August 7 from 5:30 – 8:00 pm.

Adjourn

- Councilor Gutjahr moved to adjourn. The motion was second by Sais. With a 4-0 vote the City Council regular business meeting was adjourned at 7:48 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