

City of Rio Communities Council Minutes
Regular Business Meeting
Tuesday July 10, 2018

Call to Order

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

Pledge of Allegiance

- Jim 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 and P&Z member Jim Winters and RGEFD Fire Chief L.E. Rubin.

Approval of Agenda

- Mayor Gwinn asked for changes to the agenda between approval of the city council minutes and manager's report, he would like to make an announcement and after public comments the Sheriff department would like to speak regarding National Night Out.
- Councilor Gutjahr to approve the agenda as amended. The motion was second by Councilor Brown. With a 4-0 vote the agenda for the regular business meeting was approved as amended.

Approval of Workshop Minutes

- Councilor Sais moved to accept the minutes for workshop of 5/22/2018. The motion was second by Councilor Ramsell. With a 4-0 vote the minutes for the workshop held on May 22, 2018 was approved as written.

Approval of City Council Minutes

- Councilor Brown moved for the approval of the City Council minutes of May 22, 2018. The motion was second by Councilor Gutjahr. With a 4-0 vote the minutes for the regular business meeting held on May 22, 2018 was approved as written.

Mayor Announcement

- Mayor Gwinn asked Clerk Adair to step up to the front and then announced on July 6th he received an email from the International Institute of Municipal Clerks and in that email it stated that Lisa had been approved for her CMC (certified municipal clerk) and then said she has done an outstanding job, attending many classes to get to that point and then said to be recognized by this group which is an international group including the United States, Canada and several other Counties with about 14,000 members that belong to it and now she is part of that group.

City Manager Report

- Manager Skerry explained that we received great news regarding the DOT grant, receiving notice that we are going to be awarded a grant of \$291,667, 75% is the States share and the City's share is 25% and explained that this should be almost \$300,000 of road work and then further explained the time line before the work would actual began.
- Manager Skerry said the permit for the building construction has been signed and emailed back and it should start soon the tearing down of the canopies.

- Manager Skerry said we have been working on a business incubator with Los Lunas Economic Development and it is moving forward. Also, he will be going to a meeting next Monday and Tuesday for NM IDEA on further Economic Development.
- Manager Skerry said we are continuing to work on Solid Waste and also the ICIP. He then said the 2019-2024 ICIP is on the DFA website and he encouraged everyone to look at it and then explained if going for any grants, if it is not on the ICIP database listed with DFA it will not be approved.
- Mayor Gwinn asked if DOT has given an idea when they will repair the medium.
- Manager Skerry explained that he and Jim goes to their meetings regular and it is mentioned every time and hasn't been told when they can fix it and also included in the request is putting up our signs on their right-of-way
- Councilor Sais asked what is the state on the incubator program are they providing any small grants for the mom and pop business.
- Manager Skerry said most of those small business get low interest loans and then explained they are trying to get involved bankers and financial people to be able to set it up with a debt schedule that is realistic and something these small businesses can handle.

Public Comment

- Claudine Montano, Logan St, Rio Communities; said she owns the Coffee Shop at the end of the plaza and then asked if flags can be put up on the poles at City Hall.
- Mayor Gwinn said as we reconstruct the front end of the building and purchasing the flag pole to show our colors.
- Claudine asked who owns the flag pole in front.
- Mayor Gwinn said that belongs to the senior center.
- L.E. Rubin, Del Fuego, Rio Communities; said a couple of issue is the Welcome to Rio Communities Way at the entrance was crashed into and said he understands it is owned by the founders' group.
- Mayor Gwinn said it is owned by Willy Jiron and he is taking care of it.
- L.E. Rubin said that area in front of Dollar General is a DOT crossing and said with the rain caused a Grand Canyon and someone can badly hurt themselves if falling in and the Officer has asked if cones could be put out there in order to prevent an injury
- Mayor Gwinn said they are aware of the situation and once they prioritize their list it should be repaired.
- L.E. Rubin asked if there is any barricades we can put up.
- Manager Skerry explained this is DOT jurisdiction and we have been told do not touch any DOT rights-of-way.

Chief Deputy Jeff Noah from the Sheriff

- ❖ Chief Deputy Jeff Noah explained nationwide the first Tuesday in August where law enforcement goes out and does something for the children and said that in the past years the Sheriff's department has focused on giving the children school supplies and then further explained that they have ordered 400 backpacks filled with some supplies and explained there will be free to the public, hamburgers, hotdogs, music, door prizes and much more on Tuesday August 7, 2018 from 5:30 pm – 8:00 pm here at Rio Communities City Hall being sponsored by the Valencia County Sheriff Department.

- ❖ L.E Rubin explained they will also be putting the jumper and bring a popcorn machine and possibly they can put up the dunk pool.

Economic Development

- EDC Member Jim Winters gave an update on the old Goldie's building with a projection hard date of mid-August of opening and they are also working on the remodel of the laundry mat.
- He then stated that EDC is working on the business brochure and another project starting is the process of developing a 501c3.
- Councilor Sais asked what would a 501c3 be.
- Jim Winters explained this would be an independent 501c3 that would work on anything related to the City and could actually go out and recruit or support businesses and the said it would be similar to a Chamber of Commerce.
- Councilor Gutjahr said she understands Diane Good had obtained an 501c3 for the project through Meadow Lake and Councilor Gutjahr said she would ask Diane for any help.
- Jim Winters explained they need bylaws and that would be the most important thing to get.

Planning and Zoning

- P&Z Member Jim Winters said planning and zoning is still working on subdivision regs and explained they are going through and editing and said there is a new rule from 2016 on how to notify any adjacent landowners or close by that would be subject to that subdivision. He then said the number one area of lawsuits is not properly notifying the general public or anybody within 100 feet of the subdivision and sending a certified return receipt notice to those parties as well. He then said they are still dealing with 2 subdivision groups.
- Jim Winters said when the subdivision is completed they will start working on zoning. He then explained that they will be having their last training session on ethics update being that P&Z is probably the 3rd most common group sued and feel we have to be top of our game on these issues.
- Councilor Gutjahr asked about the solid waste forum.
- Jim Winters explained that solid waste has been looked at from both EDC and P&Z in the respect of fulfilling the mandate to develop the issue and will it meet all requirements.
- Councilor Sais asked what the status on the parks is with the developing of the subdivisions.
- Manager Skerry explained what all is involved regarding the subdivisions.

Rio Grande Estates Fire Department

- RGEFD Fire Chief L.E. Rubin said the month of June they answered 69 calls between the two departments: 45 from the north department and 24 from Tierra Grande.
- Fire Chief Rubin said there is still a fire ban until July 17th.
- Fire Chief Rubin explained that there was fire patrols from July 3 – July 6 in Rio Communities from about 6 pm to 3 am and explained how the patrols went.
- Fire Chief Rubin explained they have 3 new members; 2 as pre-probationary and said they will be going threw in the next 10 days a restructure and realigning the command staff at the station.
- Fire Chief Rubin explained they have an ongoing 2-year renovation for the fire station and another bump with the fire suppression hood has to be put in before CID will sign off on the gas lines and before the suppression hood goes up the floor tile has to be in place. He then said the tile work will be done by July 28th.
- Fire Chief Rubin said there was 4 or 6 cubic yards of sand dropped off at the fire station and tonight there is a crew there working on filling bags and they are free to Rio Communities residents.
- Fire Chief Rubin explained they will be part of National Night Out.

- Fire Chief Rubin explained he shy's away from the social media venues and thinks there was a misunderstanding and explained that the fire department is 100% volunteer and people being upset that they could not get ahold of them and further explained his vehicle was posted on a social media site saying he was at the station and not answering the door, when in fact they were out on calls.
- Fire Chief Rubin said there has been discussion on a facelift on the fire department and the City Manager will be giving them a quote. He further said they will be filling out an application for the State Fire grant which opens on July 20 and closes on September 20.

Treasurer Report

- No report.

Municipal Court

- Court Clerk Lisa Adair gave the court report for the month of June: 26 traffic citations were filled in the courts; amounts collected are: Correction fees \$240; Court Automation fees \$72; Judicial Education fees \$36; Court Fines of \$600 giving a total collected in the courts \$948 for the month of June.

Accounts Payable

- Treasurer Benavidez gave the report for the accounts payable.

USPS (newsletter mailers)	\$	578.31	Universal Fuel Card	\$	2.00
AC Disposal	\$	360.00	NM Self Insurers' Fund	\$	12,867.11
NM Self Insurers' Fund	\$	1,445.00	Sharp	\$	31.47
Gusto (payroll processing)	\$	75.00	Robles, Rael, Anaya (attorney)	\$	435.00
Elizabeth Adair (Court Clerk)	\$	212.55	Heather Benavidez (Judge-July)	\$	300.00
RR Donnelley (citations)	\$	701.50	PNM	\$	774.86
NM Gas Co.	\$	27.71	Comcast	\$	288.74
NM Municipal League (dues)	\$	60.00	NM Municipal League (dues	\$	1,025.00
NM Municipal League (dues)	\$	300.00	Century Link	\$	84.85
Sandy Schauer (newsletter)	\$	2,813.42	Martin Lopez (cleanup/weeds)	\$	105.00
Derek Avila (cleanup/weeds)	\$	150.41	MRCOG (dues)	\$	2,516.00
Southwest Abatement	\$	4,292.13	NMGFOA (dues)	\$	50.00
Gusto	\$	885.52	Gusto	\$	895.81
Gusto	\$	2,990.22	Gusto	\$	3,022.69

- Councilor Gutjahr asked if the treasurer is aware of an increase to our insurance.
- Treasurer Benavidez said she doesn't think there was an increase but thinks we actually got a discount.
- Councilor Gutjahr made a motion to approve our accounts payable and bills from 6/28/2018 thru 7/10/2018. The motion was second by Councilor Brown. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote accounts payable was approved for payment.

Older American's Scholarship

- Councilor Sais explained part of the older America program has a conference going on in Isleta and a request had come from the County to the individual municipalities to assist in paying for the tuition fees for our individuals which would include himself and Bill Brown. He then further

explained that the City can pay for both he and Councilor Brown and the County would have to pay for one paid employee, but the 2 volunteers are questionable.

- Councilor Sais said he would pay for the 2 volunteers and the County would need to pay for Lupe since she is one of their employees.
- Councilor Brown explained this a 2-day conference on aging put on annually by the Older Americans Program.
- Councilor Gutjahr explained the City could not pay for the volunteers because it is against the anti-donation clause.
- Councilor Gutjahr made a motion to approve the Older Americans scholarship for Councilor Brown and Councilor Sais. The motion was second by Councilor Ramsell. Vote: Councilor Ramsell-yes; Councilor Gutjahr-yes; Councilor Brown-yes and Councilor Sais-yes. With a 4-0 vote Council approved the payment for the tuitions for Councilor Brown and Councilor Sais to attend the 40th annual Older Americans Conference.

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

- No public comments.

Council Reports

- Councilor Ramsell had no report.
- Councilor Sais said we had an active discussion regarding a paid chief and assistant chief at the fire department. He then said one of his concern is the hiring of a code enforcer and a finance clerk and would like to see those in place. Also, being discussed is the type of government we are and if there needs to be a change whether it stays a mayor/manager or mayor/administrator and would like to move on that as soon as possible.
- Councilor Brown said we had issued a proclamation to ban areal fireworks and restriction and it was a 30-day limit and feels it was very successful.
- Councilor Gutjahr said we have a list of agenda items that they will be working on over a period of time and further said we are working on getting information out to the public in regarding to emergencies including phone numbers for contact. She further said they are starting discussions on funding a law enforcement officer.
- Mayor Gwinn said the cleanup this time will be on the 21st as long as we do not get rained out and asked if your street signs is down please call him or City Hall.
- Mayor Gwinn asked to please get the information out regarding the sand bags at the fire department.
- Mayor Gwinn said another success to the community was the Tierra Del Sol golf youth program and explained the program and said the first session had 104 participants and the second had 98.
- Mayor Gwinn said the Belen High School Cheerleading group is still looking for donations.

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 7:26 pm.

Respectfully submitted,

Pamela Johnson, Deputy Clerk
(Taken and Transcribed by Elizabeth 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