

City of Rio Communities Workshop Minutes
Tuesday January 22, 2019

- Mayor Mark Gwinn called to order the city council workshop at 10:00 am.
- Present: Mayor Mark Gwinn, Councilors; Peggy Gutjahr, Bill Brown, Arturo Sais and Joshua Ramsell.
Present: Municipal Clerk Lisa Adair.

Guest Speaker – Local County Health Council

- ❖ Noelle Chavez coordinator for the Community Wellness Council and explained the History of the Health Council for the last 25 years. She then gave a presentation on what the Community Wellness Council is and the topics that they focus on.
- ❖ Ms. Chavez requested that Council consider adoption of a resolution on recognizing the Community Wellness Council as the County wide Health Council for all the residents in Valencia County and she further said she would like to do a presentation once a year to Council on any issues we may have within the municipality.
- ❖ Mayor Gwinn asked Ms. Chavez that she had mentioned an issue with CYFD, had you bridged that gap.
- ❖ Ms. Chavez explained they are trying to work with the local CYFD within the County and come together with the community.
- ❖ Councilor Gutjahr said she was one of the original founders for the health council and then explained at the health Fair in April they will have a whole section on Anna Age 8, with books for everyone coming in and they will be talking and covering the opioid crises.
- ❖ Ms. Chavez explained that they typically do a table at the health fair where they pass out information but after talking with Councilor Gutjahr, this year they will have a bigger setup.
- ❖ Mayor Gwinn said he feels what Councilor Gutjahr has done with the health fair has really brought around the community and outside areas of the community as well.
- ❖ Councilor Gutjahr said it also depends on vendors and quality.
- ❖ Mayor Gwinn said he will put the resolution at the next City Council meeting for adoption.

Council reports & agenda items – 30 minutes

- Councilor Ramsell said he noticed the County poured the concrete in the median and also fixed the potholes on 304 & 47.
- Councilor Ramsell said he noticed that in Belen PNM was working on the burnt-out street lights.
- Mayor Gwinn said he talked with PNM and they thought we didn't have a contract and he sent them a copy of the agreement and they are now aware they have to fix them.
- Councilor Ramsell said we finished out another Quarter and wondered if the fire department has submitted their information for their nominal fee.
- Mayor Gwinn said not yet and explained they have given them a set of guidelines on why each person is getting what they are getting, and they will then submit their report to the finance officer and himself for review.
- Councilor Sais asked on the administrative Calendar can we put the dates for the Older American's meetings.
- Councilor Sais said he had asked about recognizing a student athlete.
- Mayor Gwinn said he talked with several communities that do such a thing and they said they usually recognize students from their communities and then asked if the student is from our community.

- Councilor Sais said he is in our school district and then said in the past they had a student golfer that was from our community but was recognized in Belen and began a discussion on how he feels one of the things we fall short on is recognitions of student athletes and on setting up criteria for future recognition of students and volunteers.
- Councilor Brown requested an update on the WIFI for the senior center.
- Mayor Gwinn said that he has asked Danny from the County but has not heard any back from him and then said he wondered why we can't piggy back from our WIFI.
- Clerk Adair explained that we cannot piggy back from our WIFI without crossing our security that could be compromised.
- Mayor Gwinn asked couldn't we get them a separate WIFI as we want to do with the Fire Department.
- Clerk Adair said the senior center is not part of the City and believes that this would be an anti-donation violation of us purchasing WIFI for another entity.
- Mayor Gwinn said every time you go to the County they give excuses why they cannot get them WIFI not a solution and then started a discussion on possibly finding a solution.
- Councilor Gutjahr said the health fair will take place on April 27.
- Councilor Gutjahr asked if Councilor Ramsell would like to attend the meeting for the fire department.
- Mayor Gwinn said we should have something to present to Council at the next meeting on the solid waste ordinance. and then said he has spoken with the attorney regarding the Padilla's and will be sending them a letter to them on what the Padilla's options are.
- Mayor Gwinn said it was an unusual cleanup this past Saturday and began a discussion.
- Mayor Gwinn explained that Valencia Day will be on February 15, 2019.
- Mayor Gwinn said he gave all Councilors a resume on the gentleman that he is considering for the EDC member position.
- Mayor Gwinn said he has been looking at the Animal Control's bill and said he would like to relook at how our MOU with the County is setup and began a discussion on making changes to next FY MOU.
- Mayor Gwinn gave an update on the dog attack and said he did not agree with the way Animal Control handled the situation and began a discussion on what had happened.
 - Resident explained of another situation that happened regarding the same dogs and that when Animal Control was notified they responded with we do not have mobile units on the weekend and nothing that they can do until Monday.
- Mayor Gwinn asked to get information on when that call was made, and he will contract animal control and continued the discussion.

30th Annual Municipal Day February 20 (who will be attending) – Discussion

- Mayor Gwinn started a discussion on who will be going up.
- Council said at this time Mayor Gwinn and Councilor Gutjahr will be going for sure. Councilor Sais said maybe at this time and Councilors Brown and Ramsell will not be attending.

Re-adopt Code of Conduct & Ethics and Social Media Policies

- Mayor Gwinn said we will be re-adopting tonight the code of conduct & ethics, plus the social media and began a discussion on why the need to re-adopt and all Governing Body, Employees, Commissions and Volunteers will be resigning.

PNM Letter of Support – Discussion

- Mayor Gwinn explained last year we signed to support letter for PNM for the Energy Redevelopment Bonds Act (ERB) and this year they are asking for our support again on the

Energy Transaction Act and began a discussion.

Valencia County letter requesting early voting place in Rio Communities – Discussion

- Clerk Adair read to the Council on what she will be mailing and signing to send to Valencia County Clerk Peggy Carbajal requesting the early voting site to be held in City Hall in the clerk's office.

Finance Clerk – Update – Discussion

- Mayor Gwinn said he has reviewed and called the candidates that had applied for the finance clerk back in May and said some of them are still interested in coming to work for the City and said he will try to work with Celina and put together a committee to get this position filled.

Janitor (City Hall) – Update – Discussion

- Mayor Gwinn said we do have a person interested in being a part-time janitor.
- Councilor Brown said at one-time it was being advertised as needed to be bonded and insured. He then asked if this is still the case.
- Mayor Gwinn said he believes they will still have to be bonded.
- Clerk Adair explained if it is as an employee they would only be bonded as an employee and only need the insured and bonded with a higher amount if they were a 1099 contracted cleaning service company.
- Councilor Brown said would this be a 20 hour a week every week.
- Mayor Gwinn said they were looking at 10-15 hours a month and maybe if we expand into the other area we would need someone more often.

Resolution 2019-__ 2nd Quarter Financial Report – Discussion

- Mayor Gwinn said he talked with the Treasurer earlier today and she is still waiting on information from the Bank. He further explained since they made the transition from MyBank to United Business Bank there is missing information. He then further said the Treasurer would like to table the resolution to the first meeting in February.

Resolution 2019-__ Open Meetings Act

- Councilor Gutjahr said we need to make some changes to the open meetings act before we adopt the resolution tonight, such as MyBank to United Business Bank.

Ordinance 2019-__ Uniform Traffic Ordinance

- Mayor Gwinn said we cannot make any changes to this ordinance since it comes directly from the State.

Ordinance 2019-__ UTO Penalty Assessment Program

- Mayor Gwinn said this is the same situation as the previous ordinance that we cannot make any changes.
- Clerk Adair mentioned that Judge Benavidez and Officer Rowland are very excited about the penalty assessment fees having them uniform across the State.

Scope of work item for HR Company - Discussion

- Mayor Gwinn said he would like the City to contract with an HR Company and they need to discuss what they would like to be put on the scope of work. He then said what he would like their input on, is how to setup or be part of the interview process.
- Councilor Gutjahr said she feels the HR company should be on call for all personnel actions and issues and also to interpret policies.
- Councilor Brown said we do have a personnel board process and he would like them to look at, is making sure we are in alignment with best practices but sitting in on the actual board meetings he is against that.

- Councilor Gutjahr said she feels we need guidance on issues before action is taken.
- Mayor Gwinn asked how they would feel about having them do prescreening interviews and began a discussion on maybe being available on issues of hiring.
- Councilor Gutjahr said at this point we would need to be broad on the scope of work and continued the discussion.

Council Priority List – Discussion

- Councilor Gutjahr said the Community Patrol is in progress and they will be meeting today with the Sheriff and Bosque Farms and began a discussion on the Council Priority list, specifically budgetary issues before the actual budget hearings.
- Councilor Brown said that on the DFA website they have a presentation, and this might be something we can look at to give them a separate presentation and continued the discussion.
- Councilor Gutjahr explained item #1 funding another officer the new Sheriff is trying to increase the salaries for her deputies so they can keep the ones they have and get more and continued the discussion.
- Councilor Gutjahr asked about the status on the fuel cards.
- Mayor Gwinn said the Treasurer is still having issues with the fleet cards and explained that the railroad used fleet cards and he never had any problems with them and then said it is not a priority on the Treasurer's list of concerns.
- Councilor Gutjahr said regarding the lawyer on retainer this needs to be on the FY 2020 budget.
- Mayor Gwinn said some Mayor/Council form of government Attorney's are selected by the Mayor but DFA looking at it it's a procurement issue and we need to make sure we set some criteria for that and began a discussion on needing and retaining an attorney for several issues such as ordinances and annexation.
- Councilor Gutjahr asked about the status of the street lights.
- Mayor Gwinn said he is still working with APIC and explained that they are working with the Treasurer on that issue of a contract on all street lights and possibly installing the solar lights and continued with the discussion.
- Councilor Gutjahr asked if we should create a resolution on the relationship between us and the Fire Department.
- Mayor Gwinn said he feels a resolution should be done.
- Councilor Brown said this resolution should be between other agencies and our fire department and began a discussion on other municipalities resolutions.
- Councilor Gutjahr explained that she should have the building multipurpose use policy done this year.
- Councilor Brown explained what he feels the multiple building plan, fee structure and multi-purpose setup such as having a special event and continued the discussion.
- Mayor Gwinn said that Mr. Giron is still wanting to pursue the annexation. He further said he would like to wait until the City Manager is brought in before moving forward and continued to explain what is already in negotiations.
- Councilor Gutjahr said there is a need for the increase of the Mil Levy.
- Mayor Gwinn said we need to take this to the people and let them vote on it.
- Councilor Ramsell said he feels what has been the real challenge is that a lot of residents when they see their property taxes that they don't really look at the break down of what they are paying to the City and continued the discussion.

- Councilor Brown said we are not different from other government agencies and it is our job to parcel out the revenues that we receive to give the most meaningful safety and most meaningful benefit to our residents and continued the discussion about not only taking care of our present but all providing seed money for our future.
- Mayor Gwinn explained if we put the Mil Levy out for a vote he feels we can ear-mark those funds to go to certain things and continued the discussion.
- Councilor Gutjahr said she doesn't think we can specify even if does go out for a vote and continued the discussion on setting up a fact sheet on not what is actually dedicated but what is in general funds.

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

- Ross Harms said he personally does not have a problem with an increase and if the Sheriff wants to increase the salaries we are also going to be increased to get another officer and we can't get something for nothing.
- Councilor Brown said a couple of things that have been discussed is our current revenue funding sources and expenditures. He then said he would suggest getting a pie chart so that we can show what percentages on what is coming in and what is the expenditures then continued the discussion.
- Councilor Ramsell said when he went to the newly elected officials training they stated that designated funds was not best practice and continued the discussion.
- Councilor Gutjahr asked about the status on business licenses.
- Councilor Brown said as far as he is concerned the research is done and the code enforcer will be doing a follow-up.
- Mayor Gwinn said that Lisa and Amy are asking business to make sure they reflect on both their application and their CRS that Rio Communities as their City not Belen and further explained that the Code Enforcer will be going to those business that are not complying or applying for a business license.
- Councilor Gutjahr said business license is completed as far as the research and now it is in the hands of the code enforcer.
- Councilor Brown said regarding the actual business license and business registration ordinances they need to be updated and began a discussion.

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

- Ross Harms said in his experience if you are asking businesses to change their letterhead, checks and other areas to reflect the City name change you should have a time frame to be phased in over an example of 18 months to have this completed.
- Councilor Brown said another thing that is not in our ordinances is the exempt organizations that require a business licenses and continued the discussion.
- Councilor Gutjahr asked about the statues on a procurement workshop.
- Mayor Gwinn said he has talked with our Treasurer about getting a State facilitator to come out and do a seminar, but she has not been successful in getting anyone to return her calls or emails. He then said our Treasurer has passed it back to him to find out if he could do something or get someone and continued the discussion.
- Councilor Gutjahr said Human resources is still in process and then asked about cleaning roads.
- Councilor Ramsell said regarding item #10 cleaning roads he has spoken with 2 councilors from Belen and they are really receptive with the idea about doing some sort of agreement between the two cities. He further explained also talking with the County who they exclusive contract with the State DOT and continued the discussion on not just having street sweepers but also cleaning the mud and dirt away.
- Councilor Gutjahr asked regarding the personnel board what is the status.
- Mayor Gwinn said he is still looking at adding someone to the board.
- Councilor Gutjahr said she will start a new area on the priorities list showing completed projects.

- Councilor Gutjahr asked about the status on PERA.
 - Mayor Gwinn explained that we are ready to move forward with the application.
 - Councilor Gutjahr said she will compile this information and will be bringing it up again at the February workshop.
- The City Council workshop was adjourned at 12:28 pm.

Respectfully submitted,

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