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- Mayor Pro-tem Peggy Gutjahr called to order the city council workshop at 3:30 pm
- Present: Mayor Pro-tem Gutjahr, Councilors; Bill Brown, Joshua Ramsell and Jim Winters.
Present: Municipal Clerk Lisa Adair & Finance Officer Finch/Treasurer Angela Valadez. Firefox go

Accounts payable report

- Finance Officer Finch went over accounts payable; Camera system for City Hall; Wack Outfitters for Fire department; US postal service, Woodlands Hardware for public works; APE Electric, fire extinguisher inspection; NM Economic Development Magazine payment for ad; Universal waste systems for cleanup days; Tyler Technologies for EnCode training; American Fence company for temporary fence; NM EMS Bureau; Sharp for server monitor; Emergency work done on engine 19, Boundtree Medical for EMS vehicles.
- Councilor Ramsell clarified that Universal Waste dumpster charges were pre-contract or for a second bin that is not included in the contract.

Budge FY21 update – Discussion

- Council went over the FY21 budget.
- Councilor Winters asked if the MRCOG and AED memberships was included in the budget and was assured it was.
- Mayor Pro-tem Gutjahr asked if there is money in the library line item, in case, we do not get the money for the contract with the state.
- Finance Officer Finch said that we would not have enough and would have to adjust the budget and began a discussion; it was decided that the funding for the library be taken out of carryover.

Drainage Master Plan Proposal - Discussion

- Council began a discussion on the drainage master plan.
- Councilor Brown asked what the impact would be of putting sidewalk and curb on certain roads and began a discussion.
- Mayor Pro-tem Gutjahr asked if we continue with this Master Plan and funding is frozen, are we going to have to commit to.
- Finance Officer Finch suggest having a continent on appropriation being unfrozen, so that if it is unfrozen it does not have to come back to Council, we can move ahead.

Pavement Rehabilitation/Improvements of City Roads - Discussion

- Council began a discussion on the road improvements.
- Councilor Winters asked if we would have to have a new scope of work every time, or can we get an engineer to make sure our scope of work is correct and began a discussion.

City Health Insurance benefits – Discussion

- Mayor Pro-tem Gutjahr asked if there were any questions about insurance benefits. There were no questions.

Appointment of Municipal Judge and Judge Pro-tem – Discussion

- Mayor Pro-tem Gutjahr stated that the judge pro-tem has dropped out, so we will be recommending Holly Noelle Chavez to become our Judge and she will be attending the meeting and began a discussion about her resume and work.

Overtime Sheriff Department – Discussion

- Council went over the overtime from last year on for the City officer, all that was discovered in overtime was \$700, and we will be asking for 4 hours for times a week, which comes out to \$3,360 until our contract ends and for next year, we will remove a certain amount of overtime. The discussion continued.

Chapter 11 Article 5 Fire and Emergency – Discussion

- Councilor Brown explained the reasoning for this ordinance, wanting the perspective fire chief to know what the responsibilities would be, and could change depending on the hired chief.
- Mayor Pro-tem Gutjahr said the lawyer should look at this and began a discussion.
- Councilor Ramsell said we can just define chief as leader of the fire department.
- Mayor Pro-tem Gutjahr said need to remind the fire department that everything must be approved by the City and began a discussion.
- Wording of Article 5 was changed and will be sent to City attorney.

Electronic Media Sign – placement & costs – Discussion

- Council began a discussion regarding the cost for the media sign.
- Councilor Brown said the cost of a 5'9"x12' for \$53,960 with installation would be \$62,500 and began a discussion.
- Councilor Brown went over options for signs provided by Frank Logan and thinks it will cost about \$20,000 and began a discussion.
- Mayor Pro-tem Gutjahr said it would be helpful to find out about the cost of the electric.
- Councilor Ramsell said we should get multiple quotes and began a discussion.

Council General Discussion & future agenda items

- Councilor Brown had no report.
- Councilor Ramsell had 3 things the census update; Rio Communities response rate is number 2 in the state at 66%, asked for the status of road repairs, he knows NMDOT projects are at a standstill, City being proactive about code violations, the process might be lengthy but the Coe Enforcer is being active.
- Councilor had no comments.
- Mayor Pro-tem mentioned that the Fire Chief ad will be in 5 different paper, cleanup day is this Saturday, we will be looking at setting up the reopening of City Hall, an entry is being built in the Deputy Clerk's office to help prevent spread of the Covid-19, the fire department has hand sanitizer in gallons and will be giving us some to fill our dispensers and will have no touch thermometers for the City, and we need to get the word out to our businesses on opening safely, and began a discussion.

- Finance Officer Finch said she just found out the Junior bill for the library is not frozen and we do have our \$50,000 for the library and we will not have to add the \$50,000 from our own funds and began a discussion on whether other funding is still frozen.
- The City Council workshop was adjourned at 5:18 pm.

Respectfully submitted,

Lisa Adair, Municipal Clerk
(Transcribed by Amy L. Lopez, Deputy Clerk)

Date: _____

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Councilor Mayor Pro-tem

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Jim Winters,
Councilor