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- Mayor Pro Tem Peggy Gutjahr called to order the city council workshop at 3:00 pm.
- Present: Mayor Pro tem Peggy Gutjahr, Councilors; Bill Brown and Jim Winters.
Absent: Councilor Joshua Ramsell.
Present: Municipal Clerk Lisa Adair, Finance Officer/Treasurer Stephanie Finch and Code Enforcer/Public Works Gordon Reeves.

Sharp – Melissa regarding drops - Discussion

- Melissa asked about the drops that need to be in place, we think that the system should be hard wired, and the big thing is the setup you have now is not ideal, all offices and printers should be hardwired, and that all city computers need to be hardwired. She then explained that her company does not work on drops but knows several companies that do, but it does cost quite a bit.
- Gordon Reeves asked if the drops in the finance office are fine.
- Melissa said that Angela is setup properly, but Stephanie is not able to use the printer, because there is wiring that is not set up properly.
- Mayor Pro tem Gutjahr said she had a conversation about the importance of doing it all at once so that it is not piece mailed together and asked that she explained to everyone.
- Melissa said yes, it would cost more in the long run, if you only setup a few at a time instead of having the entirely thing done. If you want to save money in the long run it would be better to do it at once, including the library, guest wi-fi, and court.
- Councilor Brown said we have not started to look at what we are going to with the building as far as switching sides, so how do we anticipate when we don't know what it is going to be.
- Melissa said when we originally had come, we had a mockup, but it won't affect it too much as long as you aren't moving walls.
- Mayor Pro Tem Gutjahr asked if we know what we are doing on the other side if we do the drop even if we shift people in the room, we have enough outlets for them.
- Melissa said there are cables that run 3 ft to 300 ft so that is not an issue, we just need to make sure we have enough drops for the people that need it.
- Councilor Brown said he is concerned that we need to install a very professional sound system, not knowing where we are going to need the use of microphones for event and asked if does this complicate the issue.
- Melissa said that is a completely different project, it should not be an issue, but it should be brought up with the architect for those questions.
- Councilor Winters said we may want to talk with the architect for fixed walls and they would need to do that soon and began a discussion.
- Mayor Pro tem Gutjahr asked what estimate to do this type of project.
- Melissa said she would not give a proper estimate, you would have to get that from whoever will be doing the work and began a discussion.
- Councilor Brown asked if it would be the same cost and time frame assuming there is an intercom system for the City Hall Side and a sound system for the recreational side.

- Melissa said sound system would be totally different.

Selling of City vehicles and misc. office furniture – Discussion

- Gordon Reeves before talking about the selling of the vehicles talked about ATV's running around the City, and we would like to propose an ATV ordinance dealing with the issues the ATV's are causing, including health and safety, noise pollution, dust and debris, erosion and drainage problem; he then said we can pass an ordinance and get some signs put up.
- Gordon Reeves gave a power point presentation of ATV's how they are creating a swell on 47 and creating drainage issues.
- Councilor Winters asked whose property is it.
- Gordon Reeves said it is DOT and the ditch is private property, but all that area is washing down and is going to be a major problem if we do not address it and started a discussion.
- Gordon Reeves explained the handout of a light fixture and said there are 48 fixtures on Hwy 47 from Manzano Expressway up to Golf Course Road; if we pull off the current fixtures and replace it with this LED fixture, that is compatible, and will fix the fixtures, the total cost of the fixtures and labor would be \$17,000; he stated he gave a requisition to Finance to put up security lighting in the back of City Hall.
- Councilor Winters asked if the lighting on the back of City Hall would go through the building and began a discussion.
- Councilor Brown asked if this was in the budget.
- Finance Officer Finch said it is not in the budget, but we do have a budget for repairs & maintenance of City Hall and we could take it out of the budget for repairs and maintenance of City Hall and began a discussion.
- Gordon Reeves explained that we have 2 crown Victoria vehicles and getting the advice from the Finance Officer Finch we should sale those, they are just rotting away, we will have to ask for more money for the one we have painted.
- Councilor Winters said he doesn't have a problem.
- Councilor Brown said he has a problem with the selling of the one vehicles that was supposed to be for the Citizen Patrol, other places have a vehicle with the logos on the doors, it could also be used for running around town.
- Mayor Pro tem Gutjahr said with long distance driving it would not be a good idea.
- Finance Officer Finch explained how State lease agreements worked and the cost of \$280 to \$300 a month.
- Mayor Pro tem Gutjahr said regarding the citizens patrol it would have been a good vehicle.
- Councilor Winters said we do not have adequate storage for the cars to keep them.
- Finance Officer Finch said the starting price for the one not painted \$2,500 the other one is \$5,500 TO \$6,000.
- Gordon Reeves said that City Hall has surplus furniture that we are not using, we should have a sale for that.
- Councilor Winters said we would have to be very careful because a lot of those were donated to the City and began a discussion.

Public input/questions

- No public comments.

Accounts payable report – Discussion

- Finance Officer/Treasurer Finch went over the cash report: Fund 30300 is still showing negative as we are still waiting for the grant money to be reimbursed; She did transfer \$11,909.50 out of fund 298 back into the fire protection fund, and transferred a little more than \$12,900 to the Capital Projects fund for the brush trucks.
- Finance Officer/Treasurer Finch went over the accounts payable: Sharp has all to do with the smart board for, \$2,474 for Dell server lease, \$14,81232 for audit, attorney fee, GSD for insurance, sharp for the smart board total \$8,081, \$1,128.91 out of the fire protection for advanced communications, Zeke's Auto repair for a brush truck for \$1,070.04, HDR for specs on opening bids that begin Thursday, Legislative appropriation project by HDR for the drainage master plan.
- Councilor Winters asked if there was a timeline on the drainage plan
- Finance Officer/Treasurer Finch said HDR would be presenting something to Council in October and asked Council to pay two added invoices to the list including 6 computers for the fire department for \$6,790.08 and \$129.99 to Amazon for a court room sneeze guard.

Resolution 2020-xx NMDOT Control #HW2-L300249 grant extension - Discussion

- Finance Officer Finch explained that the grant we are working on will expire December 31, 2020 and after speaking with Peggy and Margarete from NMDOT, we thought it was best to file for an extension just in case the weather does not hold out, but we have to pass a resolution to request a grant extension.
- Clerk Adair explained that we will be attaching a letter to the Resolution saying why we would like the extension.

Investment of Funds – Discussion

- Finance Officer Finch said she has not heard back from the State and said we will table till we get a hold of the State.

Purchase of Fire Department Doors - Discussion

- Finance Officer Finch explained for 4 doors at the Fire Department for a total of \$49,796 that would be coming out of EMS GRT money.

Media Electronic Sign – Discussion

- Mayor Pro tem Gutjahr began a discussion on where we would like to place the board.
- Councilor Brown said what needs to be decided is where the billboard should be, and his opinion is the large billboard is the best place for it because it is visible and began a discussion.
- Councilor Winters said he thinks the cost to have the boring done to run the electricity to the sign in front of City Hall would be about \$2,000 and continued the discussion.
- Mayor Pro tem Gutjahr said after driving around and knowing here she would prefer it to be there and continued the discussion.
- Councilor Winters said we should get the biggest sign we can and put it in the big board, and we could also add The City of Rio Communities above the sign in those metal letters if the electronic sign doesn't take up enough space and continued the discussion.

Public input/questions

- No public comments.

Library Naming – Discussion

- Mayor Pro tem Gutjahr said we have discussed this before, and she thinks the library should be named the Rio Communities Public Library.
- Councilor Brown said he would prefer it to be just Public Library since it is in City Hall.
- Councilor Winters said he would think have Rio Communities public library and should be dedicated to Mark Guinn and another suggestion would be in a children’s area a plaque for him and continued the discussion.

Public input/questions

- No public comments.

Quarterly Council Priorities -Discussion

- Mayor Pro tem Gutjahr began a discussion regarding the council priorities report and stated priority one, cleaning of roads, should be discussed after there has been more research done on it.
- Councilor Winter said the master plan is mostly finished and they would write up what they had and then they could explore the committee and began a discussion.
- Councilor Brown said the abatement and fire ordinance should have come off on his list because they are at with the lawyer.
- Mayor Pro tem Gutjahr said regarding our situation with abatement, she spoke with the lawyer and he has found out somethings and would like to have a meeting with Council and continued the discussion.
- Mayor Pro Tem Gutjahr began a discussion on the police public safety (GRT), saying we will need to know if he will be able to afford an officer and have a workshop on it and continued the discussion on the priority list.
- Councilor Brown said road striping is a priority and began a discussion.
- Councilor Winters said one area we need to discuss is the parking outside and maybe see if the medical center and the bank would want to put replace lightbulbs in their poles and continued the discussion on the priority list.
- Mayor Pro Tem Gutjahr said the gas cards are taken care of and began a discussion about departments.
- Bill Brown said zip code needs to be added the priority list.

Public input/questions

- No public comments.

Council General Discussion & future agenda items

- Councilor Brown started a discussion regarding the personnel board, it was formed last October and have not had a meeting since but the chairman would like to have a meeting soon, at least once a year, and he was talking to the chairman about setting a meeting up and began a discussion.
- Councilor Brown asked regarding the fire department/paid fire chief, the fire chief will be a department head and if there is a grievance in the Fire Department from a volunteer and the decision from the department head validates that claim, would that grievance go before the personnel board.
- Mayor Pro tem Gutjahr said she had a conversation regarding this situation from the attorney and was told that he will have a memo that defines the status of volunteers and what they can and cannot do.
- Councilor Brown said once we get a paid fire chief, we would have a union and began a discussion.
- Mayor Pro tem Gutjahr said she has been talking with Chief Tabet regarding the bylaws and we will meet with them to merge them with our bylaws so that anything they pass it would have to be passed by us.

- Councilor Brown said he got into the VALEO meeting a little late and missed the County distribution plan for CARES, how do we get our share.
 - Mayor Pro tem Gutjahr said they are still working on it.
 - Councilor Winters said he was surprised when Mayor Pro tem at VALEO, told them how we are dealing with our businesses during the pandemic and they were surprised, and we could build a nice program if we keep it up, keeping them informed.
 - Councilor Winters said he is wondering about a policy of protecting our records long term, we should think about a sign off sheet that would have to be signed out and signed by 2 or more staff and began a discussion.
 - Mayor Pro tem Gutjahr has had some conversation with the Mercer group for the City Manager position and one candidate has withdrawn their application, but one issue we keep running into is the salary for the City Manager so we will need to talk about that in the future.
- The City Council workshop was adjourned at 5:15 pm.

Respectfully submitted,

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

Date: _____

Approved:

Mark Gwinn,
Mayor

Margaret (Peggy) Gutjahr,
Mayor Pro-tem/Councilor

Bill Brown,
Councilor

Joshua Ramsell,
Councilor

Jim Winters,
Councilor