

City of Rio Communities Council Minutes  
Regular Business Meeting  
Tuesday April 9, 2019

**Call to Order**

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

**Pledge of Allegiance**

- Dennis Kintzler led the Pledge of Allegiance.

**Roll Call**

- Present: Mayor Mark Gwinn, Councilors; Bill Brown, Peggy Gutjahr, Arturo Sais and Joshua Ramsell.  
Present: City Manager Leisa Haynes, Finance Officer/Treasurer Celina Benavidez, Municipal Clerk Lisa Adair, P&Z Chairman Thomas Scroggins, Fire Chief Nathan Gonzales, Assistant Fire Chief Andrew Tabet and Court Clerk Lisa Adair.

**Approval of Agenda**

- Councilor Gutjahr moved to approve the agenda for the regular business meeting of April 9, 2019. The motion was second by Councilor Brown. With a 4-0 vote the regular business meeting agenda was approved as presented.

**Approval of Workshop Minutes**

- Councilor Ramsell moved to approve workshop minutes of February 26, 2019. The motion was second by Councilor Gutjahr. With a 4-0 vote the workshop minutes of February 26, 2019 was approved as written.

**Approval of City Council Minutes**

- Councilor Sais moved to approve the city council minutes of 2/26/2019. The motion was second by Councilor Brown. With a 4-0 vote the city council regular business meeting was approved as written.

**Public Comment**

- Jody Skelton, Rio Communities; said she was going through older minutes and was curious if they have been addressed 1<sup>st</sup> had disaster preparedness plan, the animal control ordinance has been updated to match that of the County, and if someone has been found to take care of the weeds. She then asked of the annexation of the industrial park has been addressed and what about another officer.
- Mayor Gwinn stated that all her questions will be addressed in Council comments.
- Angie Madrid, Rio Communities; explained that someone tried to steal her vehicle a few weeks ago and said she shouldn't have to spend this much money on trying to stay safe at her home. She then said we are told we have the lowest crime rate in the county but the police officer that came out said that several cars in our area and they are going after Hyundai and KIA and said things are still happening. She further explained what else she had gone through.

**City Manager**

- Manager Haynes said that we are talking about another officer and Council is on top of it.
- Manager Haynes explained we are planning to have a Christmas Parade here and asked if anyone would like to be on the committee or have any ideas come to City Hall on Friday May 3.

- Manager Haynes said on May 16 she has been asked to present our Community to a site selection agent and further explained that she has 3 minutes and will be doing a part visual and part written presentation.
- Manager Haynes said the rest of her time is being spent on the budget.

#### **Economic Development**

- No report for EDC.

#### **Planning and Zoning**

- P&Z Chairman Thomas Scroggins said that P&Z is still working on zoning and looking a little into abatement. He then said that there is a new member that will hopefully be appointed tonight, and he has been on here before.
- Chairman Scroggins asked if the solid waste ordinance has been looked at.

#### **Rio Grande Estates Fire Department**

- RGEFD Fire Chief Nathan Gonzales said for the month of March for the City of Rio Communities fire department, Rio Grande Estates Fire Department there has been a few things happen, they had maintenance, preventive maintenance and inspection on equipment, plus restock the units.
- Chief Gonzales said they have brought on a new member to assist in training.
- Chief Gonzales explained they had 2 command units restriped and re-lettered.
- Chief Gonzales said the Easter event on April 20 will be from 3-6 pm being held at the lighthouse church of the Nazarene.
- Chief Gonzales said he put in a directive in January for minimum training requirements and it expired in March but then explained he has just finished the 1<sup>st</sup> draft of a new training policy and hopes to enact this new training policy soon.
- Chief Gonzales said that 8 personnel went into the EMT course and 4 personnel has successfully signed up for skills testing as well as the written exam and then explained other trainings that occurred this month. He further explained that they have a person taking a grant writing class this week in Valencia County.
- Chief Gonzales said RGEFD is interested in doing a sharps container and a drop off location for pills and asked if the City might be interested in participating in the program.
- Chief Gonzales gave a report on the total calls for the month of March were 81 and 45 of those calls were answered from Station 1 and 36 of the calls from Station 2 (Tierra Grande)
- Chief Gonzales said they were still assisting with donations through the month of March for those people that had been affected by the fire.
- Councilor Gutjahr asked if the fire department would be helping with the heart start at the health fair and would someone be available to link up with another vendor that is talking about and giving information on Heroin overdoses.
- Chief Gonzales said that would work really well, because his primary job is working with anyone that is struggling with substance abuse.
- Councilor Sais asked how the bay doors are working.
- Chief Gonzales explained one is being worked on and there are 4 functioning doors and then said he would like to eventually see new doors in the future.
- Councilor Sais asked how the kitchen coming along.
- Chief Gonzales explained the kitchen seems to be complete, they are still waiting on an inspection.
- Councilor Ramsell asked regarding the pump testing is there are any DOT requirements.
- Chief Gonzales said they do annual DOT testing for all four units.

## **Municipal Court**

- Court Clerk Lisa Adair gave the court report for the month of March: 2 code violation(s) and 5 traffic citation(s) were filled in the courts; amounts collected are: Correction fees \$40; Court Automation fees \$12; Judicial Education fees \$6; Court Fines of \$30 giving a total of \$88 was collected in the courts for the month of March.

## **Mayoral Proclamation**

- Municipal Clerk read into the minutes Mayoral Proclamation VALEO Clean up Valencia County Day.
- Mayor Gwinn explained that Escobar Road is our eastern boarder between the City and the County. He further explained that the County will be bring in two dumpsters as well as the City will be also supplying two dumpsters and invited all to come out and help cleanup that area.
- Councilor Sais said people cannot come with their regular trash this is strictly for that area and then said we will have our regular clean up dumpsters the following week.
- Thomas Scroggins asked where we can meet.
- Andrew Tabet said he will be here if anyone wants to ride with him.

## **Resolution 2019-xx Audit Approval FY2018**

- Finance Officer Benavidez read into the minutes Resolution 2019-150 audit approval fy2018.
- Councilor Sais asked if everything was alright with the audit.
- Finance Officer Benavidez said we had one finding and that was she was not getting to the bank in time for deposits.
- Councilor Gutjahr moved to approve Resolution 2019-150 audit approval for fiscal year 2018. The motion was second by Councilor Ramsell. Vote: Councilor Brown-yes; Councilor Sais-yes; Councilor Gutjahr yes and Councilor Ramsell-yes. With a 4-0 vote Resolution 2019-150 Audit Approval FY2018 was passed, approved, adopted and signed.

## **Accounts Payable approval**

- Mayor Gwinn asked if there was any questions regarding the fire department or the city accounts payable.
- Councilor Gutjahr made a motion to pay the bills for the fire department as well as the City for the period 4/8/2019 – 4/9/2019. The motion was second by Councilor Sais. Vote: Councilor Ramsell-yes; Councilor Sais-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 4-0 vote the following accounts payable for the Fire Department and the City were approved for payment.

### **FIRE DEPARTMENT – Accounts payable**

Zoll Medical Corp.	\$	195.00	Paul Signs	\$	1,500.00
Artesia Fire Equipment	\$	1,900.00	NM Gas Co	\$	199.85
NM Water Service Company	\$	103.13	PNM	\$	711.51
Ed Butler	\$	1,085.01	Marianne Rittner-Holmes	\$	959.17
Andrew Tabet	\$	1,115.77	Michael Scales	\$	920.02
Emma McKown	\$	861.30	Kenneth Good	\$	858.50
L.E. Rubin	\$	998.32	Ashley Romero	\$	701.90

### **CITY – Accounts payable**

USPS (postage newsletters)	\$	589.84	Department of Public Safety	\$	15.00
PNM	\$	208.06	Secretary of State (notary)	\$	20.00

NM Gas Co	\$	460.51	Comcast	\$	289.72
Gusto (regular payroll)	\$	7,747.61	Gusto (reg liabilities)	\$	2,800.72
Sandy Schauer (newsletter)	\$	2,607.62	Century Link	\$	84.85
NM Water Service Company	\$	62.98	Elizabeth Adair (Court Clerk)	\$	163.35
Ray's Fire Extinguishers (city hall)	\$	423.34	PNM	\$	303.72
PNM	\$	510.41	Heather Benavidez (Judge Apr)	\$	300.00

#### **Appointment of P&Z member**

- Mayor Gwinn said that Robert Teague was the former chairperson for P&Z and had to resign because of his work at the Air Force base. He then said he gave everyone a copy of a resume and then stated that this individual was part of P&Z at the beginning when we became a municipality.
- Mayor Gwinn then asked Scott Adair to stand and he then asked Council to approve the appointment of Scott Adair back to the P&Z.
- Councilor Sais said he had served with Scott for about 4 years on the P&Z, when they were doing the policy and procedures and he feels Scott was a heck of an asset and learned a lot from him and thanked him for coming back.
- Councilor Brown moved to approve the appointment of Scott Adair as the new member of the planning and zoning commission. The motion was second by Councilor Gutjahr. Vote: Councilor Sais-yes; Councilor Ramsell-yes; Councilor Gutjahr-yes and Councilor Brown-yes. With a 4-0 vote Scott Adair was appointed as a member to the Planning and Zoning Commission for the City of Rio Communities.

#### **Council Reports**

- Councilor Ramsell said he is going back to the public comments regarding the animal control and said that he believes that most of it does match up with the County.
- Mayor Gwinn said we are in the process of doing our MOU and we will be revising it with the County.
- Councilor Brown said one major change that needs to be proposed there is a pickup of an animal from Rio Communities they are housed 3 days at \$50 a day, this will be modified to the pet owner will have to come to the City to pay for those days and take a receipt to animal control before the animal is released.
- Councilor Sais asked would this deal with the vicious dogs that has been brought up several times that had attacked/killed the other dog.
- Mayor Gwinn said he has had conversations with Danny and the person from animal control and they are re-educating the investigating Officer on how they deal with vicious animals.
- Councilor Brown said the major hiccup was the way the animal control Officer did not see the event, but he did write up 8 different charges and none of them indicated that there was a dog death.
- Councilor Ramsell said that we have set aside approximately \$118k for the fire department personnel and then said doing calculations if we went to 6 EMT's they would only get paid less than \$10 an hour
- Mayor Gwinn said the money allocated before could not be used that way and then said we do not have any money allocated at this time.
- Councilor Ramsell said he knows the fire department has many volunteers in training and coming on and definitely committed and then thanked them for helping out with the fire and gathering the donated items and thanked all business that were also involved.

- Councilor Sais said regarding another officer and the Mil-Levy, we are elected officials and feels if we take the vote to the public we are passing the buck and then said Council should vote on whether to raise the Mil-Levy.
- Mayor Gwinn said we will decide in June on how we will move forward.
- Councilor Sais said we need to have a presence of officers.
- Manager Haynes asked if Council voted to pass the Mil-Levy how long does that take.
- Mayor Gwinn explained that if it is passed by July 1, then it will be put on the tax sheet in December and you wouldn't see the actual results for another year so about 18 months.
- Councilor Sais asked if there are any grants for police officers up front.
- Mayor Gwinn said they have bumped that up to 50,000 residents and continued the discussion.
- Councilor Gutjahr explained that you have to have a sustainable income to have more than one officer and you have to have an established police department to get any grants and continued the discussion.
- Councilor Brown said at our workshop this morning there was a discussion on speed bumps regarding the process and procedures and then said from day 1 the word was in the area block of where there was to be a speed bump needs to be petition and then said where did that statement come from. He then said he called the P&Z from Los Lunas and then was asked to call the street department and is expecting a call back from them.
- Councilor Gutjahr said she has empathy for the resident getting her vehicle broke into and having to worry about what is happening. She then spoke about our crime map that there was a higher amount of auto theft than what was before.
- Councilor Gutjahr reminded regarding the health fair there will be about 50 vendors, there will be flyers at the next meeting and then went over a few events that will be at the fair.
- Councilor Gutjahr gave an update on the citizen patrol program and Councilor Ramsell will be taking care of the training aspect with the Sheriff department. She then said she is hoping to get the program up and running in June.
- Mayor Gwinn said Universal will be coming out to repair several potholes throughout the community.
- Mayor Gwinn said he received an email that DOT has granted us \$222,000 for next year's road project and we will be adding more money to help with anything extra that might come up.
- Mayor Gwinn explained we are moving forward on annexation in July after the budget is set.
- Mayor Gwinn said we are the lowest in crime in the County and said we made a reduction of 24% in calls and further said he hasn't seen March stats yet but explained what the stats were in February.
- Mayor Gwinn said he and the City Manager attended the 911 board meeting and explained that we are one of the lowest that pay into the call center.
- Councilor Gutjahr explained that it is based on calls the cost that we pay.
- Mayor Gwinn said we are starting on the budget and then said our goal is for council to receive the 1<sup>st</sup> draft on the budget at our next workshop and then explained the timeline till getting it approved.
- Mayor Gwinn said we are just wrapping up on the 3<sup>rd</sup> quarter and that will tell us how we are standing and hopefully this will build a sound frame on the budget.
- Mayor Gwinn said our code enforcer is working hard with residence to get the weeds under control and then as far as the City we will be looking at contracting out as we did in the past to get the other areas of the City under control.
  - Resident asked Clerk Adair about pet licensing is that done every year.

- Clerk Adair said yes it is required yearly and then said we are hoping to have another immunization clinic this year as we did in the past years to sell the dog tags.
- Councilor Brown explained the annexation process.
  - Dennis Kintzler asked if we have an agreement with the people in the industrial park for emergency vehicles coverage.
- Mayor Gwinn explained that we do not have an agreement.
- Assistant Fire Chief Tabot explained how they work with the industrial park.
  - Dennis Kintzler said P&Z is open to the public to attend the meetings and welcomed anyone that wishes to attend.
  - Resident said in the County ordinance there is a clause if an animal is returned the owner need to take out a \$100,000 policy to insure their animal that was brought labeled a vicious animal.

### Adjourn

- Councilor Ramsell moved to adjourn. The motion was second by Councilor Sais. With a 4-0 vote the City Council regular business meeting was adjourned at 7:35m pm.

Respectfully submitted,

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Elizabeth (Lisa) Adair, Municipal Clerk

Date: \_\_\_\_\_

Approved:

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Mark Gwinn,  
Mayor

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Margaret (Peggy) Gutjahr,  
Councilor Mayor Pro-tem

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Bill Brown,  
Councilor

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Joshua Ramsell,  
Councilor

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Arturo R. Sais,  
Councilor