

City of Rio Communities Workshop Minutes  
Tuesday May 26, 2020

**This meeting was streamed on Facebook Live**  
<https://www.facebook.com/riocommunities>

- Mayor Pro-tem 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/Treasurer Stephanie Finch and Finance Clerk Angela Valadez.

**Accounts payable report**

- Finance Officer/Treasurer Finch went over the accounts payable: Boundtree medical; Amazon for library purchases; Tabet Lumber for pothole patch; Santa Fe NM for fire chief's ad, Woodland hardware for deputy's office counter, roof, and public works; Well's Fargo for the server; Shred-it for the hard drives; Sharp for copies.

**Resolution 2020-IPA Audit Acceptance Approval – Discussion**

- Finance Officer/Treasurer Finch explained the audit has already been approved by Council but the DFA wanted it to be approved by Resolution, it is the same audit.

**Resolution 2020-PERA SmartSave Save Deferred Compensation Plan – Discussion**

- Finance Officer/Treasurer Finch explained the resolution it offers extra money for the employees if they want to set aside extra money that goes to their retirement, they can borrow against it, and there is no cost to the City; it does not effect PERA, it would be deducted from their paychecks and the employee can choose what kind if they want it to be a Roth account or another type.
- Council began a discussion.

**Setup ACH services with United business Bank for payroll and accounts payable – Discussion**

- Finance Officer/Treasurer Finch explained the benefit for doing payroll via direct deposit and paying vendors direct deposit; nothing could be paid without the signers on the bank account or dual control in the system to send the payments through the bank; we are asking for Council to adopt using ACH services through United Business Bank and also giving the signatories on the bank account the access to complete the ACH file originations; the bank charges ten cents for each credit we send but when you thin about the cost of the checks, envelope and postage, it will save us money, and vendors and employees get their money faster; The first part is setting up ACH services on the bank account and the second part is setting up the account signatories to complete the ACH file originations.

**Signatories on the bank account having access to complete the ACH file originations – Discussion**

- Explained above.

**Changing time and location for Workshops - Discussion**

- Council began a discussion about time and location changes for workshop.
- Councilor Brown said if there is a lot to discuss at the workshop it will run into the Council Meeting at 6 and if we go long there will not be much of a break between and began a discussion.

- Finance Officer Finch said as a staff preference it is good for the evening so that we are not tying up our entire day and we can get more done.
- Mayor Pro-tem Gutjahr said Council seems to reign in the conversations and cautious about what goes into workshops due to the time limit, let us revisit this after June and July.

### **Manager vs. Administrator – Discussion**

- Councilor Winters said he prefers the City Manager form of Government, it is difficult to be in total control of issues when we don't have the time; it gives us more continuity to manage City staff, and he cannot think of any City that wants to have the economic development we want to have that is governed by a city administrator, administrators seem to not like change.
- Councilor Brown said there is an Administrator that does function well and began a discussion.
- Councilor Winters said that is the one he mentioned, and he is really a city manager.
- Councilor Ramsell said he thinks staff thinking there are too many chiefs or thinking that there job in going to be in jeopardy, it is good to have someone here on a daily basis to help staff and give Council ideas on how to improve
- Councilor Brown said we have had 2 Managers, and that did not work out, I don't want to have three strikes.
- Mayor Pro-tem Gutjahr said she has gone back and forth on this, we would have to change everything, and we would have a very powerful Mayor and if the Mayor goes the staff could go and that leaves them in a difficult position. She then said she had a long conversation with Randy Van Vleck and further explained her conversation.
- Councilor Brown said the problem would be if you get a manager that goes off the rails and make it virtually unmanageable and began a discussion.

### **Fire/EMS Chief (hire) Timeline – Discussion**

- Mayor Pro-tem Gutjahr said Lisa Adair did an excellent job revising the position and began a discussion about extending the deadline.
- Councilor Ramsell said due to the COVID-19 circumstances that is a good idea.
- Councilor Winters said he thinks the folk looking to make career moves might be a little more nervous right now and it might take a little longer.
- Councilor Brown said we can just take away the date all together and brought up the subject of selection for the Chief and Assistant Chief and having the new chief be interviewed by the roster of the Fire Department, and he wanted to know if the interviews conducted will include Fire Department interviews.
- Mayor Pro-tem Gutjahr said there will be a representative of the fire department during the interviews, then we would take the top 3 or 4 to the fire department and have an open house where they would talk to the person and form and opinion, but the full department would not be part of the interview, but a representative and began a discussion.
- Councilor Winters said it takes them out of the role of responsibility, otherwise they are an advisor and put them under pressure, this way they can visit with these people and see what they think of them.
- Council continued the discussion about the interview process and advertising of the positions.

## **Council General Discussion & future agenda items – 30 minutes**

- Councilor Brown said in March he received a letter from FEMA who is doing risk management assessment for flooding, and it is a good program and began a discussion
- Councilor Brown said ordinance health and safety, fire and emergency service, is written as an all-volunteer ordinance and he thinks it should be redone before hiring a chief and began a discussion.
- Councilor Ramsell said his understanding regarding FEMA or DHS , one has an emergency manager program that at the time had lots of funding and would not cost the City or the fire department anything, and we would be able to send someone from the fire department to get proper training. He then asked if the retention ponds on the land next to the fire department would have to remain began a discussion.
- Mayor Pro-tem Gutjahr said the follow-up is to check with Stephanie.
- Councilor Winters asked what type of training the FEMA training was.
- Councilor Ramsell explained that his understanding the training would cover hazmat, wildfires, building inspections an intensive overall training and continued the discussion.
- Councilor Winters said it is obvious with the complaint issues with the solid waste ordinance, the way the ordinance was listed be the interim work, we need someone in town to deal with the problems, maybe we can have a small committee to be the interim so the rules are understood, Universal and putting it back on the City and people are getting the run around; if we form a committee, it could make the first recommendation, then if no one was happy we could involve Council and then Universal; he then explained we only have about 50 complaints and asked if the vacant property issue was being taken care of; he asked Universal to send out the county assessors list so he can help narrow it down
- Mayor Pro-tem Gutjahr said talking with Universal really wanted to get the first 3 months roll out and then begin to find an office space within the City and began a discussion.
- Councilor Brown said the list 4 and 7 is basically the same, and the problem he sees is it is going to come down to mitigation and a contract renegotiation, the only leverage we have to take away the free dumpster monthly here and began a discussion.
- Councilor Winters said what is complicating an issue is Valley never raised their rates and the businesses are not happy that their rates.
- Councilor Brown said regarding the issue that email sent out about Tierra del Sol, has anyone followed up on it and began a discussion.
- Councilor Winters said we are really in good shape with the amount of people that are refusing Universal.
- Mayor Pro-tem Gutjahr said looking through contract with PNM Kristian McLaughlin on poles, lights and who owns what, and she said that she will be looking into our contracts.
- Councilor Winters said DOT and PNM think they own the lights and I told DOT we don't care who owns the lights, we are obligated to take care of them through a contract, we do not have a contract with PNM, the county was going to transfer is to DOT who was going to transfer it to PNM and it never happened, and now PNM is adamant they control who fixes the lights, and we need someone to approve who can fix them and began a discussion
- Mayor Pro-tem Gutjahr asked about the other 2 that we have and work on our lights.
- Councilor Winters said AP is not on the list but thinks APIC is on the list and continued the discussion.
- Mayor Pro-tem Gutjahr said this coming Thursday she is on the budget hearing for the VRECC and then asked if anyone knew the percentage of the EMS GRT that goes to the VRECC, we all get some, but no one seems to know and began a discussion.
- Mayor Pro-tem Gutjahr said she went through the Priorities list and I will send it out again so we can condense it and then stated the ATV going through 47 and racing down streets is an issue and asked the officer to come and show a presence to deter the ATVs and began a discussion.

- The City Council workshop was adjourned at 5:07 pm.

Respectfully submitted,

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Lisa Adair, Municipal Clerk  
(Transcribed by Amy L. Lopez, Deputy 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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Jim Winters,  
Councilor