

City of Rio Communities Workshop Minutes
Tuesday August 11, 2020

This meeting was streamed on Facebook Live

<https://www.facebook.com/riocommunities>

- Mayor Pro Tem Peggy Gutjahr called to order the city council workshop at 3:34.
- Present: Mayor Pro Tem Peggy Gutjahr, Councilors: Bill Brown, Joshua Ramsell and Jim Winters.
Present: Municipal Clerk Adair, Finance Officer/Treasurer Stephanie Finch and Code Enforcer Reeves
- Mayor Pro Tem Peggy Gutjahr stated that she has been in conversation with staff which they explained they are beyond being over tasked, and are asking that we only work on things that are DFA or grant then we can move forward, some of these items might have to wait and began a discussion.
- Finance Officer Stephanie Finch said our priority is to take care of the road project that expires on August 30, we have to get that to bid quickly, we want to have the project complete by October 31 and began a discussion.
- Clerk Adair explained her priority is the hiring of the fire chief, a janitor and public works.
- Councilor Winters asked what the specifications for the invitation of bid are.
- Finance Officer Finch explained the specification for the invitation of bid are to keep from having to do addendums, on a quote that was approved, it is for them to write the specifications for the bid.

Accounts payable report

- Finance Officer/treasurer Finch went over the accounts payable: Amazon for office supplies; MRCOG; Joseph Moya for mowing; A.P.E. Electric for a street pole repair; Haloed Solutions IT for setup and employee training; April payment for attorney; Carpet Warehouse for Library carpet; Tyler Tech for financial payroll training; R&R Glass for Library door; TLC Plumbing for quarterly contract for maintenance and another one from them for the fire department; Self Insurer's fund; GSD Administrative Services is for our health insurance; Artesia Fire Equipment for pumps for the new trucks; Siddons-Martin Emergency Group for repair of one of the tankers; NM Self Insurer's Fund.
- Mayor Pro Tem Gutjahr said regarding the brush trucks, under previous administration they did not put in the specs for pipes and there might be something coming up for that.
- Councilor Ramsell asked about the previous TLC quarterly bill.
- Councilor Brown asked about the door for the library.
- Gordon Reeves explained the door charge, saying it is a commercial 8' high storefront door and began a discussion about the condition of the current door.
- Finance Officer/Treasurer Finch said she will look into the R&R door payment.

Trudi Beardsley - Stewart Signs – Presentation (via Go to meeting)

- ❖ Trudi Beardsley started a presentation for the Stewart signs.
- ❖ Councilor Brown said regarding the TEKSTAR LED is a 5'x8' includes a 2' topping to put City of Rio Communities, and this is unique from the other message boards and it includes the posts

to hold it, installation cost would be the electrical hookup, it has about a ten year life, and there is no tax.

- ❖ Trudi Beardsley stated that the base price is \$4,800 and they would install everything and continued to explain features.
- ❖ Councilor Winters asked what the post set is in.
- ❖ Ms. Beardsley explained it would be set as a surface mount, in a hole with rebar and concrete.
- ❖ Councilor Winters asked how tall is the post?
- ❖ Ms. Beardsley said it starts at 8' and began a discussion.
- ❖ Gordon Reeves asked if we could elevate the pad 3' with concrete like a light pole to protect the base from being hit by a car.
- ❖ Ms. Beardsley stated she would have to look into that and see what addition cost would be added.
- ❖ Mayor Pro Tem Gutjahr said we will need to discuss the matter and get back to you.
- ❖ Finance Officer asked what the cost is for the different signs and asked for quotes in writing.
- ❖ Councilor Brown said if wanted a really large one that would fit nicely on our billboard is a lot more than the smaller and began a discussion.

Approval of Contract FY21 LGRF (Local Government Road Fund) DOT Cooperative Agreement – Discussion

- Finance Officer/Treasurer explained this is the DOT contract: DOT's share is going to be \$120,000, our share will be \$40,000 for a total project cost of \$160,000, including design, pavement, rehabilitation, construction, drainage and miscellaneous improvements at various locations and the exhibit that has been approved, we need to finish the actual agreement that will need signed and began a discussion

Changing time and location for Workshops – Discussion

- Mayor Pro Tem Gutjahr said this was not made a permanent change and would like input.
- Councilor Brown said regarding himself said he is unable to adjust to this schedule.
- Councilor Ramsell said for him it is not bad, his schedule is ok, at the moment.
- Councilor Winters had no opinion.
- Council will move the workshop to 3 instead of 3:30.

Park Master Plan (what properties does the City own) – Discussion

- Mayor Pro Tem Gutjahr asked if anyone has heard anything about the funding for the ICIP that we never funded.
- Finance Officer/Treasurer said she thinks the they are going to unfreeze the funds because they asked us to ok everything again, this will include the building and the training tower and began a discussion.
- Councilor Winters explained he made a map for what the City owns in property and explained the land parcels and locations.
- Mayor Pro Tem Gutjahr asked what the next steps are.
- Councilor Winters said the best thing would be everyone to see what they would like and what direction we want to go because that is what the engineer designing the park is asking and continued the discussion.

- Gordon Reeves said the one on the corner of Horizon Vista and Western is perfect, it already has trees and is small enough for Public Works to maintain.
- Councilor Ramsell said he agrees that number 6 would be a great place for a walking path and number 7 would be a good place for a small park, a bench or two on number 5, just adding little things like this to start would be easy; another option would be to have a growers market and could be used for other events, would get lots of attention, and continued the discussion.

Public input/questions*

- No public comments

Job Description (Janitorial) – Discussion

- Council went over the job description for a Janitor.

Public input/questions*

- No public comments

Salary & Wage Ranges – Discussion

- Council went over the wage, deciding on a \$10-\$15 wage range for the Janitorial position and advertise as a part time position.

Abatement – Discussion

- Mayor Pro Tem Gutjahr said there was several things left out from P&Z that Councilor Brown had requested, then stated that we should talk about the process and allow Councilor Brown to give us the changes.
- Councilor Brown stated that on page3, section 11-4-5 Dangerous Buildings does not follow current building code and suggested to use the International Building Code; 11-4-8 Procedure to Abate with several major differences of City Council being involved; 11-4-10 B the percent should be 12%; the appeals board would take a lot of involvement of the Governing Body; Municipal Court rather than district court, it should be self-contained and began a discussion
- Council will bring this back at next workshop.

ICIP (Infrastructure Capital Improvement Plan) & setup public hearing date – Discussion

- Hold off till Thursday special workshop

Council General Discussion & future agenda items

- Councilor Winters commented about barking dogs, looking at the ordinance we do not have a good hobby kennels set of rules, and was wondering if that was something we could address and have in one place instead of spread out and began a discussion.
- Councilor Ramsell had no comments.
- Councilor Brown said he has been talking with a member of Congress and received a thing about cyber security and they are having a webinar and was wondering if any of us should attend and began a discussion.
- Mayor Pro Tem Gutjahr said she talked to Gordon about Ross's leave of absence, we need to discuss leave and the personnel policy, and everyone knows we have put protest response in the paper, we will need to discuss human resource process, and UWS has bought the property on Hwy 304.

- Gordon Reeves asked Council what color they wanted the flagpole and how it should be lit and began a discussion.
- The City Council workshop was adjourned at 5:17 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