

City of Rio Communities Council Minutes
Regular Business Meeting
Tuesday September 8, 2020

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

Call to Order

- Mayor Pro Tem Peggy Gutjahr called to order the city council regular business meeting at 6:00 pm.

Pledge of Allegiance

- Gordon Reeves led the Pledge of Allegiance.

Roll Call

- Present: Mayor Pro Tem Peggy Gutjahr, Councilors; Bill Brown and Jim Winters (virtually)
Absent: Councilor Joshua Ramsell.
Present: Municipal Clerk Lisa Adair, Code Enforcer\Public Works Director Gordon Reeves and Court Clerk Lisa Adair.

Approval of Agenda

- Councilor Brown moved for the approval of the agenda. The motion was second by Councilor Winters. Vote: Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 3-0 vote the agenda for the City Council Regular business meeting was approved as presented.

Approval of the Special Workshop of 8/13/2020, ICIP public hearing of 8/20/2020, Workshop & City Council Regular Business Meeting of 8/25/2020.

- Councilor Brown moved for the approval of the Special Workshop of August 13, 2020, ICIP public hearing of August 20, 2020, Workshop & City Council Regular Business Meeting of August 25, 2020. The motion was second by Councilor Winters. Vote: Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 3-0 vote the motion the Special Workshop of 8/13/2020, ICIP public hearing of 8/20/2020, Workshop & City Council Regular Business Meeting of 8/25/2020 were approved.

Public Comment

- No public comments.

Economic Development

- Clerk Adair read into the minutes the EDC report: EDC has worked on the letter and questionnaire to the business community and reviewed websites for the branding of the logo project. Request to council: Please let us know what the budget is for the project, then we can ask those firms we are interested in to submit proposals and see if they are interested in working with us. RCAN: the nonprofit Rio Communities Action Network has now been certified as a nonprofit by the state of New Mexico and the first report due has been filed. We also have a logo designed, and RCANinc@gmail.com is our email address. With Covid-19 we are unable to plan events, so we are looking at parks and trails or small projects that we can do and grants available to fund that. Ideas Welcome. Kuan Tikkun EDC Chair.

Planning and Zoning

- Clerk Adair read into the minutes the P&Z report: We discussed noncompliance certificate and asked the Code Enforcer to have the property owner submit a new certificate accompanied with a

plot plan including property lines, setbacks, and house position. We discussed what we would like to see in our City Manager. The report will be sent to Peggy Gutjahr by 9/11. We continue our discussion of animal control and will continue next time. The Code Enforcer made us aware of the problems he's having with ownership of musical chairs with problem properties. We're still working on vacant properties. Tom Scroggins.

Code Enforcement /Public Works

- Code Enforcement Officer Gordon Reeves read the code enforcement report. Code Enforcement: Weed and vehicle violations, Health and safety violations. Coordinating with Fire Department for inspection; Storing of RV's and boats violations; mailed out certified mailed second notice (failure to comply); Accessory building violations Western St.; will be more criminal complaint filing; trespassing on Government property to gain access to private property, sent letters out; Still waiting on title search on the burnt house at 503 Hermosa to come back; submitting a substandard lien ordinance to P&Z; campaign sign control; animal control violations, attending P&Z meeting to support board.
- Public Works Director Reeves read into the minutes the Public works report: Continued work on the library, Library: birch plywood and poplar wood is still on backorder; City now owns the fence panels that are on Chamartín Ave. at the washed out area; Public workers: week control and illegal dumping control; notified DOT to clear weeks on HWY 47 and 304 again; Flagpole, purchasing thru Statewide price agreement; 14 streetlights out, replacing with the same type of light bulb (lamps); Public works position, waiting to hear back from one of the candidates, interviewing two; potholes subbed out, still in the works; Library exterior door, canceled the door order, was able to fix the existing one, Installed 2020 Census banners, pricing on LED lighting rear of City Hall, possible safety issues public, recycle bins and Enforcement patrol; DOT Margaret will be back out due to week control, DOT Margaret added support by sending out violation letter to business regarding parking vehicles in DOT area. Gordon Reeves Code Enforcement Officer/ Public Works Director

Rio Grande Estates Fire Department

- Clerk Adair read into the minutes the Fire department report: Report for September 8, 2020 Rio Grande Estates Fire Department. Update on EMT basic class: they are currently on block test three and have passed successfully for three block tests before, we currently have seven of our firefighters in this class; We are currently sending one fire fighter to hazmat class for two weekends coming up, this class is a prerequisite for Fire one and Fire two. Currently all fleet will be going under DOT inspection as well as all fire apparatus will be going to pump testing, hose and ladder testing, this is for annual inspections needed for each apparatus and will be completed this month; Membership update: we have two new members; one member has no certifications, second member has an EMT basic license; up coming PR events: PR committee is currently looking to do an event for Halloween tentatively depending on how COVID-19 is reacting at that point we are also looking to do an open house depending on the governor's mass gathering orders; Command staff update: Marianne Rittner-Holmes has been appointed to the rank of captain; Call answered: 41 EMS calls answered, 17 Fire Calls answered; currently we have a roster of 28 active members; Lastly, I would like to take this opportunity to thank the council and Mayor Pro Tem for their continued support with the fire department. Also, I would like to recognize the rest of City Hall staff that are also helping the fire station with its day-to-day tasks, all too often a simple thank you gets overlooked. Thank you all, Chief Tabet, FF1-EMT-B.
- Code Enforcement Officer Reeves mentioned that he had reached out to Chief Tabet regarding a local church was needing an occupant capacity inspection and he is going to take care of that for the City.

Municipal Court

- Court Clerk Lisa Adair gave the court report for the month of August: 2 code violation(s) and 6 traffic violation(s) were filed in the courts; amounts collected are: Correction fees \$80; Court Automation fees \$24; Judicial Education fees \$12; Court Fines of \$85 giving a total of \$201 was collected in the courts for the month of August, 2020.

Discussion, Consideration, and Decision – Approval of Accounts Payable

- Mayor Pro Tem Gutjahr explained the Treasurer went over all the purchases over \$500.00 in the workshop and asked if there were questions.
- Councilor Winters moved to approve Accounts payable. The motion was second by Councilor Brown. Vote: Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 3-0 vote the motion was approved for bills to be paid.

Discussion, Consideration, and Decision – Councils waiving business license fee for the 2021 year

- Councilor Brown said this is a very small contribution to supporting our businesses and this might be the first of several steps we take to support businesses this coming year.
- Councilor Winters said we had started a discussion on what else we can do to help the business. We want them to know Council is wanting to do anything we can to support them.
- Mayor Pro Tem Gutjahr this might not be a lot of money but something we can do to help them realize we are there for them; We have worked with the County on the CARES act and waiting to see what the application process is and which businesses can apply for it and then get the information to those businesses.
- Councilor Brown moved to waive the business license fee for the 2021 year for our businesses in Rio Communities. The motion was second by Councilor Winters. Vote: Councilor Winters-yes; Councilor Brown-yes and Councilor Gutjahr-yes. With a 3-0 vote Council has approved the waiving of the business license fee for the 2021 calendar year.

Public input/questions no public comments.

Discussion, Consideration, and Decision – City Park plan

- Councilor Winters said they have presented a semblance of a park plan and, this is not a horribly detailed plan, but this would suffice to recruit grants and funding.
- Councilor Brown said this is a preliminary study and not meant to be final and detailed, I believe we have some ICIP money coming that will address park and trail design, and this study will serve as the basis to do that job.
- Mayor Pro Tem Gutjahr said this is an overall plan we can look at and we also have a park committee that Councilor Winters is heading up and we are looking for volunteers, the plan is being put together by MWRM.
- Councilor Brown moved to accept the City Park Plan as presented by MWRM. The motion was second by Councilor Winters. Vote: Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 3-0 vote Council approved the City Park Plan as presented by MWRM.

Discussion, Consideration and Decision - Rio Communities City Hall Design – FBT Fee Proposal

- Mayor Pro Tem Gutjahr explained this is the same company that designed the outside of the City Hall building and explained they will also be looking at the building and giving us an assessment on roofing, structural and electrical as well as other things.
- Councilor Brown said the assessment is to see where we are with being up to code and currently we are not up to current code, conceptual design for renovations and improvements, these are all recommendations, providing renderings for design, cost analysis, the initial phase to get us to being at a place we can do the work, and the quote for this assessment is \$43, 153.

- Councilor Winters said overall it is a very good plan and we could have done this entirely and it looks like it is thorough and the nice thing is it will provide us what we need to do it to code, get more money for future projects and the right thing to do.
- Councilor Brown moved to accept the proposal for architectural design services as indicated in the presentation, totaling \$43,153. The motion was second by Councilor Winters. Vote: Councilor Brown-yes; Councilor Winters-yes and Councilor Gutjahr-yes. With a 3-0 vote Council approved the proposal from FBT.

Council Reports

- Councilor Winters said he figured out MRWM is the name, Morrow, Reardon, Wilkinson, Miller.
- Councilor Brown had no report.
- Mayor Pro Tem Gutjahr said we had a really good conversation with Universal Waste System and explained we are putting together issues that need to be taken care of, but they paid franchise fees in the second quarter totaling \$4,232.61, we are 1,974 services in Rio Communities, there are past dues they will be making calls to, there are 40 vacant properties, there are 447 applied discounts, 94 clients with recycling, gave a bulk item report, there was a discussion about tires which included a roll-off twice a year for tires, the next electric waste and green waste events are coming up, they are in escrow for an office in the City and are expecting to be closing on that within the month
- Code Enforcer Reeves said the illegal dumping has gone down and the City appreciates the citizens and public for taking proper care of their waste.

Adjourn

- Councilor Brown moved to adjourn. The motion was second by Councilor Winters. With a 3-0 vote the City Council regular business meeting was adjourned at 6:43 pm.

Respectfully submitted,

Elizabeth (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