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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, Joshua Ramsell and Jim Winters.  
Present: Municipal Clerk Lisa Adair, Finance Clerk Angela Valadez (virtual) and Code Enforcer/Public Works Director Gordon Reeves and (virtual)

#### **Draft/update Zoning Code Ordinance from P&Z – Discussion**

- Council marked changes to the draft and will send back to P&Z.

#### **Accounts payable report – Discussion**

- Finance Clerk Angela Valadez went over Accounts Payable: Animal Control for \$1,190.50.
- Councilor Brown asked if we get a statement that shows how many animals and for how long they are in there.
- Finance Clerk Angela Valadez said there is a detailed report from them and began a discussion.
- Finance Clerk Angela Valadez continued to go over Accounts Payable: Name Tags and Badges for the Fire Department for \$3,921.19.
- Clerk Adair mentioned badges are about \$200 a piece.
- Mayor Pro Tem Peggy Gutjahr said TLC was \$677, drainage data collection and master plan at \$1,016.00 and 2,667.45 and HDR had two charges for \$9,699.60 and \$6,900.00 for building assessment and conceptual design, and the costs of the roads are listed.

#### **GRT timeline for increases – Discussion**

- Municipal Clerk went over the timeline and council had conversation.
- Clerk Adair said one thing he did explain to us was that we need to be very specific, and the Ordinance they just passed, you can design a portion to a specific percentage of the tax to a specific project such as public protection. She further explained accounting would be responsible for figuring out the percentage themselves and moving it to the appropriate funds and continued the discussion.
- Peggy suggested something like a graph looking at tax bill, something that helps people understand how MIL Levies work and help people understand what they are reading and began a discussion.

#### **Hiring of (2) EMT's – Discussion**

- Mayor Pro tem said we are at a point to move forward with it and asked to have a discussion.
- Councilor Brown said there is a 3<sup>rd</sup> source of revenue, there is a fire fighter source of revenue of roughly \$125,000 that can be used for EMS or fire fighter, it comes out of State funds, it is a lot of money that has to be used or lost.
- Councilor Ramsell said what he is talking about sounds like State fire funds and you have to be careful how you spend that, we have to answer to the State Fire Marshall for those funds and began a discussion about how funds can be spent.
- Councilor Brown asked if can talk to the State Fire Marshall and see what we can spend the money one.

- Mayor Pro Tem Peggy Gutjahr said she and Councilor Winters just spoke with him and he explained to us then what the funds can be used for; she then offered to get his answer in writing if he would like and continued the discussion.
- Councilor Winters said we need to be very careful until we hire a fire chief and began a discussion.

#### **Donated Economic Development Commission monies – Discussion**

- Mayor Pro Tem Gutjahr went over some of these issues: the money donated to EDC, if it was spent on their website, what their budget is, and branding and logo.
- Councilor Brown began a discussion about the donated money.
- Mayor Pro Tem Gutjahr said the Council should be in control of branding and logo and where the money comes from.
- Councilor Winters said we should have more input on what money is spent and began a discussion.

#### **EDC request to use City’s advertising budget towards branding & logo – Discussion**

- Council began a discussion on this area.
- Mayor Pro Tem Gutjahr there would be steps we would need to take before we created a logo and suggested we might want to table this for the moment.
- Councilor Brown said a joint meeting would be the best option for us to talk to them about this.

#### **EDC Questionnaire to local Business – Discussion**

- Council went over the questionnaire and made a few changes.
- Jim Winters mentioned the City might want to include prepaid envelopes and began a discussion.
- Councilor Winters suggested getting together with P&Z and doing some public education in the newsletter and began a discussion.

#### **EDC request to having their website on the newsletter – Discussion**

- Ok to move forward

#### **Public Works (Gordon Reeves) – parking lot, lighting and other code enforcement concerns**

- Public Works Director Gordon Reeves said there are 13 lights out that cannot be repaired by just changing the light bulbs, the cost would be \$5,700 to repair the 13 lights; he explained replacing all the light fixtures from Golf Course Road to the Expressway, including the intersections, it would cost \$10,800 for the materials, and another \$10,000 for installation through the State price agreement and began a discussion.
- Councilor Ramsell said the cost to repair is a definite cost, received from a contractor and began a discussion.
- Councilor Ramsell asked if we were able to use the old fixtures and hard wire them for streetlights in the neighborhoods and began a discussion.
- Council would like Mr. Reeves to check into other options including LEDs and solar and continued the discussion.
- Code Enforcer Gordon Reeves said they are setting up a virtual meeting ATV’s with the Sheriff’s Department, Code Enforcement and he also sent information to the petitioners to get emails so that they may participate in the meeting and once he hears back, the meeting will be scheduled with the Clerk.

- Code Enforcer Reeves said he gave a list of the properties regarding ATV's to Mayor Pro tem Gutjahr.
- Talked with NMDOT about the erosion on 47 and ATV's, DOT will be purchasing signs prohibiting ATVs, paying for installation and upkeep, and spoke about the placement of the signs. He explained the signs he is proposing will cost \$750 for 30 signs which will include the ordinance and a fine and began a discussion.
- Code Enforcer Reeves said he talked with people regarding the encroachment issue on Hwy 304 and they will take care of it; he explained once that is done, Public Works will clean up that area and ask Council to put up a 4' field fence.
- Public Works Director Reeves said that he would like to purchase a hot water loop system for \$300 that will send water to all of the sinks; he said he is concerned with covid-19 it takes longer than 20 seconds to get hot water and with the loop it would have instant hot water.
- A conversation began about installation of the hot water loop and flushing the hot water tank.
- Code Enforcer Reeves said Universal Waste purchased the building and they are remodeling now.
- Code Enforcer Reeves said the contractor for the paving project is has completed three quarters of the project, the next site is prepped and ready and McKnight might be done at the same time and began a discussion.
- Code Enforcer Reeves said PNM will be out to tell us what panels in the back belong to the City and if they are empty possibly removing them and began a discussion.
- Code Enforcer Reeves said he has been looking into some information on the roof, including different types of roofing, warranties and doing it in section; he will be making a presentation next meeting.
- Mayor Pro Tem Gutjahr asked about the use of parking lots for gathering or just driving in and out.
- Councilor Ramsell said his big concern was for someone to hit the large sign and have it fall on them. He then suggested putting a barrier around the bottom of the sign to prevent people from driving through there.
- Code Enforcer Reeves said we could make that area a one way, an exit only, it would cut down the traffic through there and began a discussion.
- Mayor Pro Tem Gutjahr said we might want to have an agenda item to discuss Code Enforcement's priority list and began a discussion.

### **Consideration to Cancel November 24, 2020 Workshop and Council Meeting – Discussion**

- Council decided to have a limited meeting on the 24<sup>th</sup> and discussed agenda items.

### **Zip Code Update – Discussion**

- Council went over a letter.
- Councilor Brown said there are not an overwhelming number of problematic 911 calls, but misdirected sales tax, higher insurance rates, and confusion with vehicle registration are items that would strengthen our cause and continued the discussion.
- Mayor Pro Tem Gutjahr asked if there were any upsides to doing this.
- Councilor Winters said he did not see the difference from the last time we had done this.
- Councilor Ramsell said it would not hurt to try, all they can say is no and continued the discussion.
- Mayor Pro Tem Gutjahr said she did not see a downside and we should go ahead with it and continued the discussion.

**Council General Discussion & future agenda items**

- Councilor Winters had no discussion items.
  - Councilor Ramsell had no discussion items.
  - Councilor Brown had no discussion items.
  - Mayor Pro Tem Gutjahr said Jason has sent her webinars for risk management handle hazmat and asked who would be interested in attending.
  - Councilor Ramsell he would attend and continued the conversation.
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- The City Council workshop was adjourned at 5:12 pm.

Respectfully submitted,

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

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

Approved:

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Mark Gwinn,  
Mayor

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

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Bill Brown,  
Councilor

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Joshua Ramsell,  
Councilor

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Jim Winters,  
Councilor