



City of Rio Communities Council Special Business Meeting

City Council Chambers - 360 Rio Communities Blvd

Rio Communities, NM 87002

Wednesday, September 01, 2021 6:00 PM

Minutes

Please silence all electronic devices.

Call to Order

- Mayor Pro tem Joshua Ramsell called to order the special business meeting at 6:00 p.m.

Pledge of Allegiance

- Clara Garcia led the Pledge of Allegiance.

Roll Call

- PRESENT: Mayor Pro tem Joshua Ramsell, Councilor Bill Brown, Councilor Peggy Gutjahr and Councilor Jim Winters.
- Present: City Manager Dr. Moore, Deputy Clerk Amy Lopez, and News-Bulletin Editor Clara Garcia.

Approval of Agenda

- Mayor Pro tem Ramsell asked to amend the agenda by removing the executive session.
- Councilor Gutjahr moved to amend the agenda with the removal of the executive session. The motion was seconded by Councilor Winters. Voting Yea: Mayor Pro Tem Ramsell, Councilor Brown, Councilor Gutjahr, and Councilor Winters. With a 4-0 vote the agenda for the special business meeting was approved as amended.

Discussion, Consideration, and Decision – Approval of the Contract for the Fire Chief

- Manager Dr. Moore began a discussion regarding the contract for the Fire Chief, who has requested a few changes including a moving reimbursement of up to \$2,000 as well as agreeing upon a start date of October 4th. He then recommended to Council to approve the contract to hire the fire chief.
- Councilor Gutjahr had a question about duties and cooperation with EMS. She then said he would be interacting with the chief of police.
- Manager Dr, Moore explained he would be interacting with anyone acting as chief of police.
- Councilor Winters had no question.
- Councilor Brown had no questions.
- Christopher Bortz said he did not have questions, bur explained he has purchased an RV and will be staying in Vista del Rio and should be arriving on September 27th and ready to report October 4th.
- Councilor Winters moved that we approve the Contract for the Fire Chief as presented. Councilor Gutjahr seconded the motion. Voting Yea: Mayor Pro Tem Ramsell, Councilor Brown, Councilor Gutjahr, and Councilor Winters. With a 4-0 vote the approve the contract for the City Fire Chief was approved.
- Manager Dr. Moore thanked Council for the hiring of the Chief.

- Christopher Bortz thanked interim Chief Tabet for all of his hard work and dedication and is looking forward to meeting everyone.

Discussion, Consideration, and Decision – Purchasing Cards

- Finance Director Finch explained with purchasing cards, the City has the ability to set limits, set items that can be purchased, shut cards off or order cards online, it would give us a larger credit limit and prevent some issues we have had in the past trying to spend grant money in time.
- Councilor Winters asked what kind of expenses we incur with the credit cards.
- Finance Director Finch explained the only time we use the cards is when they don't accept a purchase order and also travel expenses.
- Councilor Gutjahr asked if there would be a detailed account of what was purchased.
- Finance Officer Finch explained the cards allow us to see what is purchased as well as give us the authority to approve or deny what is being purchased and continued the discussion.
- Manager Dr. Moore said he has worked with purchasing cards in the past and it was easier to keep track of the purchases. The discussion continued.
- Mayor Pro tem Ramsell asked if the purchasing cards would be replacing the fuel cards.
- Finance Officer Finch explain the fuel cards would remain in place, each vehicle has its own card, and each volunteer has their own number which allows us to track who is putting in fuel. She then explained the State Fire Marshall wants the City to use these fuel cards. The discussion continued.
- Councilor Gutjahr said the fuel cards separates who fuels the vehicles and continued the discussion.
- Councilor Winters motioned to move forward with the purchasing cards. Councilor Gutjahr seconded the motion. Voting Yea: Mayor Pro Tem Ramsell, Councilor Brown, Councilor Gutjahr, and Councilor Winters. With a 4-0 vote the motion to move forward with the purchasing cards was approved.

Adjourn

- Councilor Gutjahr moved to adjourn. The motion was second by Councilor Winters. With a 4-0 vote the special business meeting was adjourned at 6:35 p.m.

Respectfully submitted,

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

Date: _____

Approved:

Mark Gwinn,
Mayor

Joshua Ramsell,
Mayor Pro-tem/Councilor

Robert Chavez,
Councilor

Margaret (Peggy) Gutjahr,
Councilor

Jim Winters,
Councilor