

**New Castle Town Council Meeting
Tuesday, January 21, 2014, 7:00 p.m.**

Call to Order

Mayor Pro Tem Art Riddile called the meeting to order at 7:00 p.m.

Pledge of Allegiance**Roll Call**

Present	Councilor Russi Councilor Metzger Mayor Pro Tem Riddile Councilor Gordon Councilor Leland Councilor Stuckey
Absent	Mayor Breslin

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Human Resources Manager Mike Edgar

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2014-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney - not present
Consultant Planner - not present
Consultant Engineer - not present

Items for Consideration**Consider Grants to Outside Agencies**

Mayor Pro Tem Riddile said he appreciated the comments in the summary regarding the number of New Castle residents that had received services from each applicant agency. Administrator Baker said that Administrative Assistant Debbie Nichols had done a very good job on the grants. The council reviewed the grant applications and briefly

discussed the process by which they had granted funds to outside agencies in the past. The council agreed that staff's recommendations were appropriate.

MOTION: Councilor Russi made a motion to approve funding of the grant application as recommended by staff. Councilor Metzger seconded the motion.

Discussion: Councilor Gordon asked if Lions Club had been considered for grant funds. Administrator Baker said they had not been considered because they had not applied for funds during the grant cycle. The council discussed the fact that if they granted funds as recommended by staff, there would be no contingency funds left in the account. Councilor Leland said he felt the grants should be awarded as recommended, and that the council could amend the budget if another agency requested funding later. The council agreed.

The motion passed unanimously.

Consider Topics of Discussion for the Feb. 4 BOCC meeting

Administrator Baker told council that he and Clerk Harrison had met with Mayor Breslin earlier in the day. Mayor Breslin wanted to add a topic to the BOCC agenda regarding the Federal Mineral Leasing and Severance Tax ten percent rule. Mayor Pro Tem Riddile asked Administrator Baker to look further into the subject.

Administrator Baker told council that previously, Councilor Metzger mentioned the idea of a county tourism manager, and thought it could be brought up to the Commissioners. He also said that Engineer Simonson would attend the February 4 meeting, and that the various options on road reconstruction for CR 335 could be discussed. He felt a concept drawing on the trail alignment would be appropriate to have as well. Administrator Baker said it would be a good time to update the Commissioners on the progress with the pedestrian bridge, the roundabout, and the community center improvements.

Administrator Baker asked the council if he could put together a list of topics, and produce a memo for the council. The council agreed.

Councilor Leland clarified the order of the February 4 meeting as a joint work session between the town council and the county commissioners from 6:00 to 7:00 p.m., and a town hall style public meeting with the council and commissioners from 7:00 to 8:00 p.m., and then the regular council meeting will begin at 8:00 p.m.

Consider Support Level for the Rifle Regional Economic Development Corporation

Administrator Baker said that in 2013 the council decided to follow through with their \$5k commitment to RREDC, but also agreed to reconsider the level of membership they wished to have in 2014. Councilor Leland said that the RREDC had a new focus for the future which will be attracting major businesses, and not focusing on existing local businesses they could support and promote. He said there are two kinds of members, municipal and investor levels. He explained them briefly. He felt the town should at least keep the lowest level membership so that they could maintain a seat on the board and possibly utilize future services from the RREDC. Councilor Russi agreed.

Councilor Gordon said he had been watching the direction of the RREDC since he had returned to the council, and he felt more had been accomplished for the town's economic development through the 125th Anniversary events than the RREDC had

done for the duration of the town's membership. He did not feel the RREDC would be doing much in the future for the town either.

MOTION: Councilor Gordon made a motion that the town should not invest any more money in the Rifle Regional Economic Development Corporation. Councilor Metzger seconded the motion.

Discussion: Councilor Russi said he thought the town could spare the \$300.00, but he asked if the town could afford the time for someone to attend the meetings. Councilor Leland said he would attend the meetings, and that it should be evident soon enough if it would be valuable for the town. He said the board would sit as the committee who will approve small business loans, and it may be valuable to have a New Castle representative on the board to speak in support any business applicant from New Castle. Regardless if the town remains a member of RREDC, New Castle's businesses will remain eligible for the small business loans program. Councilor Russi said unless it was somehow a negative, he felt a nominal contribution to the RREDC would be good to keep New Castle involved. Councilor Stuckey said that the RREDC was initially established to benefit Rifle. Regardless of other municipalities being members, Councilor Stuckey said when he sat as an alternate on the REEDC board, he saw very little concern for the municipal members. Additionally, he felt the individuals running the organization were not the professionals they stated they were, and that the organization was rather self-serving and not as regional as they represented. Councilor Leland said he thought the town should keep their seat on the board by maintaining membership, but agreed that the RREDC board and staff was not made up of economic development professionals, which was a disappointment. Councilor Leland said he hoped the county would follow through with hiring a county economic development director.

The motion passed with Councilors Leland and Russi voting no.

Consider Resolution TC-2014-3 - A Resolution of the Town Council of the Town of New Castle Adopting a Fee Schedule for the Town

Clerk Harrison explained to the council that staff had reviewed the existing fee schedule and had no recommendations for changes. She said that at the previous council meetings, the council had discussed the parkland dedications fees and the recreation impact fees and had decided not to increase those fees because of the current economic climate.

Councilor Russi asked about the one-day special event liquor license fees, and if they could be lowered to inspire local businesses to provide more events in the downtown area. Clerk Harrison said she would review the liquor code and the current town fees, and bring the information to the next council meeting.

Councilor Leland told the council he had been working on the new website with AJ Designs, and asked how businesses should be listed if they had not purchased a business license. The council discussed business license fees and thought eliminating the \$25.00 annual fee may be a good way to get all businesses in town to obtain a license, therefore providing the opportunity for their business to be advertised on the town website. Administrator Baker said it might bring more home occupation businesses into the database, potentially increasing economic development. Clerk Harrison said she wanted to revamp the business license application to include an emergency contacts form that would provide the town with information on alarm

companies, persons to contact and whether the building should be entered in the case of an emergency. The council asked Clerk Harrison to add the emergency contact form to the application, and to bring information back to them how eliminating the license fee could be done effectively.

New Hope Park - Park Development

Administrator Baker told the council he had spoken to the Talbots regarding the community park at New Hope. The New Castle Recreation Department had been scheduling the use of the park, and the town had put some money into the development by purchasing basketball hoops, volleyball and pickle ball equipment and a storage trunk. He said the church had put a lot of money into the park development, and the Talbots wanted to know if the town was interested in some more cooperative funding since the town was using the park. Administrator Baker said that if the council decided not to contribute further, it would not affect how the church foresaw the park being used. Administrator Baker said he thought it would be a good investment since the town was using the park. The council agreed the town should contribute to the park costs. Councilor Russi said he thought funds could come from the conservation trust fund if the town declared it a joint project.

The council directed Administrator Baker to find out how conservation trust funds could be used to fund the park project at New Hope, and to bring information back to the next council meeting.

Councilor Gordon said he thought a contract agreement for use of the New Hope Park should be considered. He also felt the town should be careful not to take away from the opportunities for funding the sports park.

Administrator Baker said he would research it and bring it back to the next meeting.

Consent Agenda

Minutes of the January 7, 2014 council meeting

MOTION: Councilor Gordon made a motion to approve the consent agenda with corrections. Mayor Pro Tem Riddile seconded the motion and it passed unanimously.

Staff Reports

Town Administrator - Administrator Baker told the council that Kathy Kopf broke her foot a week earlier and he had a card for the council to sign for her. He also said the staff had a thank you for the council for all they do them.

Town Clerk - Clerk Harrison explained to the council the complications imposed on municipalities for mail ballot elections due to House Bill 13-1303. After speaking to the County Clerk, Jean Alberico, she felt it was best to have the county clerk run the town's April 2014 election. She said an IGA will come to the council on February 4.

Town Planner - not present

Public Works Director - not present

Human Resources Manager - Human Resources Manager Mike Edgar told the council that more than 2 million dollars in sales tax from the sale of marijuana had been brought in since January 1, 2014. He told the council that he had been working on an update to the employee handbook regarding marijuana use.

Council Comments

Councilor Metzger asked if the downtown business owners were responsible for shoveling snow off the sidewalks, and Administrator Baker said they were, but that the town did much of it.

Councilor Metzger asked who Les Taylor was, because Planning & Zoning notices had been sent to him, and she did not remember him. Councilor Leland said he had been appointed several months ago.

Councilor Metzger said in Administrator Baker's manager report there had been an inquiry about Jesse's property. Administrator Baker said they were a church group that was interested in building a facility in town, and that Planner Cain had talked to them regarding the land use process.

Councilor Metzger asked what was happening with moving staff to the public works building. Administrator Baker said staff had discussed it at the last staff meeting and had determined space planning assistance was needed. He said that an RFP will be sent out to the three architects in town.

Councilor Metzger asked if a discussion would be on the next agenda regarding the chamber of commerce. Administrator Baker said staff had spoken to Randi Lowenthal, and she will be speaking with the New Castle businesses. He said Bob McGray was the new chamber president, and they were looking to revamp their website. Administrator Baker said he and Randi planned to proposed a collaborative effort with the chamber on the website. Councilor Leland said that regarding town funding for the chamber, they will have to request it from the council, and they had not done that yet. Administrator Baker said that if the chamber wanted to collaborate on the website, the costs of that will come out of the \$15,000.00 budgeted for the chamber.

Councilor Gordon said he went to an energy meeting in Carbondale, and that Shirley Moore of GRID Alternatives will do a presentation on February 5th, at 2:30 that anyone can attend.

Councilor Gordon said that Administrator Baker had been exploring a business opportunity in textiles. Administrator Baker said Randi Lowenthal has talked with a group out of Carbondale that was interested in manufacturing textiles. Once Randi received an executive summary from the group, Councilors Gordon and Leland would meet with them.

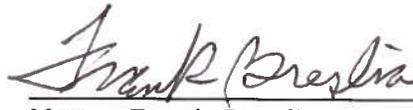
Councilor Gordon said that the council had explored a number of ideas such as hydro-electricity, and he wanted to make sure the ideas were not lost in time. He asked that the ideas be maintained somehow.

Councilor Leland said the work on the new website was progressing and it may be ready in March or April.

MOTION: Councilor Metzger made a motion to adjourn. Councilor Gordon seconded the motion and it passed unanimously.

The meeting adjourned at 8:47 p.m.

Respectfully Submitted,



Mayor Frank Breslin



Town Clerk Melody Harrison

