

**New Castle Town Council Meeting
Tuesday, March 4, 2014, 7:00 p.m.**

Call to Order

Mayor Breslin called the meeting to order at 7:00 p.m.

Pledge of Allegiance

Mayor Breslin said that he would not be seeking reelection as mayor, but would run for a council seat instead. He said he had been offering each councilor the opportunity to manage a council meeting. He gave the gavel to Councilor Leland so he could manage the meeting.

Roll Call

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| Present | Councilor Russi Councilor Riddile Councilor Metzger Mayor Breslin Councilor Gordon Councilor Leland Councilor Stuckey |
| Absent | None |

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Public Works Director John Wenzel and Accounting Technician Debbie Nichols.

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

Jean Huyser, 954 Clubhouse Drive. Ms. Huyser told the council that she was there to find out more information about the alleged poisoning case in Castle Valley Ranch. She said she was the administrator of an informal citizens group on Facebook called Lakota News and Notes from the Neighborhood. Ms. Huyser said she had heard about the possible poisoning and felt it would be good to inform the public but did not want to cause a panic. She said she had posted some information about it on the Facebook page and had some responses from Castle Valley residents as well as a call from the Post Independent. She said it was rumored that the poisons were potentially from tainted chicken or turkey bones as well as tainted cream cheese. Ms. Huyser said that a number

of people felt it would have been nice if there was a way that the community could have been notified of a possible problem. She said there was community concern for pets, but also for children, and some community anger that no one was aware of the issue. Police Chief Chris Sadler said the issue had been reported on February 24, and that it seemed to be geographically constrained and did not rise to a level that warranted public notification. The department felt that notification early on would have created undue panic. Chief Sadler said that it was currently undetermined how the pets became ill, and there were numerous scenarios by which a pet could consume a toxic substance and become ill or die, and not necessarily by a malicious human act. He said that because of the Facebook posting, he had received many phone calls from citizens, and had done the press release in response. He also said that it is an open investigation and he couldn't release any more information.

Items for Consideration

Northwest Colorado Cultural Heritage Tourism Sign Project - Nancy Kramer

Councilor Leland introduced Nancy Kramer, Program Coordinator of the Northwest Colorado Cultural Heritage Tourism program (NWCCHT), and explained that they were the group responsible for the maps and rack cards the town had in the lobby.

Ms. Kramer greeted the council and explained that the rack cards and maps were phases one and two of the project. Phase three of the project will be the community gateway signs in each of the NWCCHT towns. She said they were fortunate to have received a grant from the state historical fund for the signs, and they would be installing them soon. Ms. Kramer said this was the first publically funded project that engaged both residents and tourists in the history and legacy of the towns. Garfield County had been very generous, providing \$27,500.00 in grant funds for the sign project, which equaled \$4,500.00 for each of the six communities in the county. The grant funds required a match, and MS. Kramer said she was present to discuss the project and to request \$4,500.00 from the town in matching funds. Each sign cost \$9,000.00 for design, fabrication and installation. Information on the sign, and the location of it would be decided by the members of the community.

Ms. Kramer said that NWCCHT had begun design for the sign, and she provided drawings for the council to review.

Ms. Kramer described the size and materials the sign will be made of, saying they were expected to last twenty to twenty-five years. The town informational panel can be altered or changed for less than \$1,000.00. The regional panel will likely stay the same. Councilor Leland described what information would be included on the town panel. Councilor Metzger asked where funds would come from. Administrator Baker said they will come from the economic development line item. Councilor Metzger asked if it could be discussed at the retreat. Administrator Baker said it could, and that council just needed to say when they wanted it to be calendared.

Mayor Breslin asked if NWCCHT had a team travel through the towns to help determine good locations for the signs. Ms. Kramer said they did, and that New Castle was proving to be a difficult, although it was up to the community to decide the best location

MOTION: Mayor Breslin made a motion to fund the project. Councilor Russi seconded the motion.

Discussion: Councilor Russi said he thought the council could go ahead and discuss the funding, and give Ms. Kramer some idea if the council was supportive or not. Councilor Metzger disagreed, saying she thought the council needed further discussion, primarily because there was no proper location for the sign and that was why she was against it at this time.

Ms. Kramer agreed that it was a financial investment. She pointed out that the grant funding they had already received for the project, NWCCHT was a funding partner. Councilor Gordon said that the sign could be placed, and subsequently moved it necessary. Councilor Leland said there were three potential locations and that they needed to determine which was best. Additionally, the town was already a beneficiary of NWCCHT based on the funding they had already provided for the whole project. Councilor Stuckey said he liked the sign, that it was a great idea and a great design, but felt that council needed more time to discuss it. Councilor Russi said that Councilor Leland had been involved with NWCCHT for a long time and there had been many discussions about the project. Mayor Breslin said the benefits of the sign are exponential because there are communities in five counties that are all part of the project. Councilor Russi agreed.

The motion passed with Councilors Stuckey and Metzger voting no.

Consider Ordinance TC-2014-1 - An Ordinance of the New Castle Town Council Adopting the Colorado Floodplain Damage Prevention Ordinance (second reading)

MOTION: Councilor Breslin made a motion to approve Ordinance TC-2014-1 - An Ordinance of the New Castle Town Council Adopting the Colorado Floodplain Damage Prevention Ordinance on second reading. Councilor Gordon seconded the motion and it passed on a roll call vote: Councilor Metzger: yes; Mayor Breslin: yes; Councilor Gordon: yes; Councilor Stuckey: (absent from chambers); Councilor Russi: yes; Councilor Riddile: yes; Councilor Leland: yes.

Roaring Fork Business Resource Center Sponsorship Request

Administrator Baker started to explain the request but said he had once sat on the board of the organization and felt uncomfortable advocating for them. Councilor Russi explained that the Roaring Fork Business Resource Center (RFBRC) had done a lot of work in the community and county-wide. He said that the County Commissioners had funded both the RFBRC and the rifle Regional Economic Development Corporation (RREDC). He felt that given the town's status with the RREDC, funding Roaring Fork and continuing to partner with them may be appropriate. Councilor Russi said that the CEO for Roaring Fork was Randi Lowenthal, who has done a lot of work for the Town of New Castle and knows the town well. He felt her experience and sound advice to businesses, and the training and support she provided was impressive. He felt the town should fund the request.

Councilor Metzger asked about the textile company. Administrator Baker said originally, there was an idea about local textile manufacturing. He said that he understood that idea was labor-intensive, and that the business plan had changed to textile purchase, and value-added sewing done locally. The town asked if Ms. Lowenthal could suggest New Castle as a location, and they were open to it. It is still being explored.

Councilor Leland felt that Ms. Lowenthal provided a professional, hands-on service that the RREDC could not do. He felt that without the RREDC, it was appropriate to fund the Roaring Fork Business Resource Center.

MOTION: Councilor Russi made a motion to approve the request. Councilor Riddile seconded the motion.

Discussion: Councilor Russi said that he would not mind funding RFBRC at \$1000.00 even though they were not requesting that amount. After a brief discussion, the council decided to stay with the specific request of \$500.00

The motion passed unanimously.

IGA Regarding New Castle Pedestrian Trail

Attorney McConaughy said he created a draft of the IGA, but had not received it back from the county attorney. He said had been in contact with them, and hoped to have the document back to the council in two weeks.

Executive Session

MOTION: Councilor Russi made a motion at 8:05 p.m. to go into executive session for a conference with the Town Attorney for the purpose of receiving legal advice on specific legal questions under CRS 24-6-402(4)(b) and for the purpose of determining positions that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators, under CRS 24-6-402(4)(e). Councilor Riddile seconded the motion and it passed unanimously.

Executive Session concluded, 8:21 p.m.

At the end of the executive session, Councilor Leland made the following statement:

"The time is now 8:21 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Russi, Riddile, Metzger; Mayor Breslin; Councilors Gordon, Leland and Stuckey, Town Administrator Tom Baker, Police Chief Chris Sadler, Town Attorney David McConaughy and Town Clerk Melody Harrison. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record."

No concerns were stated.

Consent Agenda

Minutes of the February 4, 2014 Council Meeting
 Minutes of the February 18, 2014 Council Meeting
 Minutes of the February 25, 2014 Special Council Meeting
 February Bills of \$341,474.68

Resolution TC-2014-10 - Supporting a GOCO Grant Application

Councilor Leland asked to remove the February 18 minutes from the consent agenda.

MOTION: Councilor Russi made a motion to approve the remaining consent agenda. Councilor Riddile seconded the motion and it passed unanimously.

Councilor Leland said that he and Clerk Harrison had reviewed the minutes and needed direction on one sentence in the minutes. Attorney McConaughy suggested a correction and the council agreed.

MOTION: Councilor Russi made a motion to approve the minutes of February 18, 2014. Councilor Leland seconded the motion and it passed with Mayor Breslin abstaining.

Consultant Reports

Consultant Attorney - Attorney McConaughy told the council that Warrior Acquisition submitted a proposal regarding the Lakota road warranty work that he was reviewing, and would bring back to the council at a future date.

Consultant Planner - not present

Consultant Engineer - not present

Staff Reports

Town Administrator - nothing to report.

Town Clerk - Clerk Harrison told the council that Maud's On Main had finally gotten their liquor license approval from the State, and that they planned to open April 17. She said in the information folder in the Dropbox there were several thank you letters from agencies the town had given grant funds to, as well as a newsletter from Garfield RE-2 that had statistics regarding graduation and drop-out rates, and state funding. Clerk Harrison said that Warrior Acquisitions had received a certificate of occupancy for the first spec house they built in Lakota, and that she and Planner Cain had a pre-application meeting with Bob Gibson and his contractor regarding the clubhouse. Last, Clerk Harrison said that she had begun transitioning the building department to Planning, and that Planner Cain had been doing well taking over the department.

Councilor Leland asked if the election would be cancelled at next meeting if there were no write-in candidates. Clerk Harrison said that was correct, the election would be cancelled.

Town Planner - not present

Public Works Director - not present

Council Comments

Councilor Riddile said he had been reading the Ethical Conduct in Local Government book and in chapter six he found an item that he had to share with the council. It said: "In addition, ethics regulations should prohibit: *engaging in contractual relationships for the personal benefit of the public official and/or the official's relatives." Councilor Riddile said that he understood that the award process conducted for two recent

contracts was legal, but he felt they were not appropriate, and he wanted to be on the record in stating his opinion.

Councilor Gordon asked what contracts he was referring to, and Councilor Riddile said the one for the design of the public works building remodel and the contract for marketing and website design.

Councilor Metzger said she heard there had been a town Facebook post about robberies in Castle Valley Ranch. Chief Sadler said he was unfamiliar with Facebook and could not comment on that, but said there had been a couple break-ins; burglaries, not robberies. Attorney McConaughy said that there was a policy about staff representing the town on Facebook. Clerk Harrison said the town did not have an active Facebook account either. Councilor Russi asked if his term of office would end on April 15, and Clerk Harrison said that was correct. Councilor Russi said there was a planning session scheduled on April 9 for Garfield Clean Energy and he wanted to be able to represent the town at that. He invited other councilors to attend if they wished.

Councilor Gordon said a survey had been done of the area around the public works building, and it turns out that the basement level is only three and a half feet lower than the parking lot. Because of that, the retaining wall could be removed and a walkout created, which eliminates the need for an elevator.

Councilor Leland said that he, Councilor Gordon and Administrator Baker had seen a preview of the new town website, and it was stunning. They were waiting for additional content to complete it. He also said they were having some difficulty obtaining good, quality photographs of things in town. He asked for any help people could offer.

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

The meeting adjourned at 9:25 p.m.

Respectfully Submitted,



Mayor Frank Breslin



Town Clerk Melody Harrison

