

**New Castle Town Council Meeting
Tuesday, November 18, 2014, 7:00 p.m.
Town Hall
450 W. Main Street**

Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Means
	Councilor Riddile
	Councilor Metzger
	Mayor Gordon
	Councilor Breslin
	Councilor Leland
	Councilor Stuckey

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Human Resources Manager Mike Edgar and Assistant Town Attorney Haley Carmer.

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

Councilor Stuckey said he had a conflict of interest with the Lakota Canyon Ranch Development Agreement Amendment and would like to recuse himself.

Councilor Riddile said Roberts and Michaels had recently hired his daughter-in-law, and he was not certain if that constituted a conflict. Attorney Carmer felt it was not an issue.

Agenda Changes

There were no agenda changes.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – present for agenda items

Consultant Planner – not present

Consultant Engineer – not present

Items for Consideration

Recess council; convene as the Local Liquor licensing Authority

MOTION: Councilor Breslin made a motion to recess council and convene as the local liquor licensing authority. Councilor Gordon seconded the motion and it passed unanimously.

Consider a Special Event Liquor License for the Chili Cook-Off - Town of New Castle

Clerk Harrison told the council that the New Castle Special Events Staff had applied to the Clerk's Office for a special events liquor license for the Chili Cook-Off on December 6. Alcohol will be served from 4:00 p.m. to 6:30 p.m., and allowed on premises until 7:00 p.m. The licensed area will be all of Burning Mountain Park.

Councilor Leland asked if the beer served would be a tasting or beer sales. Special Events Coordinator Debbie Nichols confirmed that it would be a beer garden, not a tasting as in the past. The council and Ms. Nichols discussed the event briefly.

Mayor Gordon opened the public hearing at 7:06 p.m.

There were no comments from the public.

Mayor Gordon closed the public hearing at 7:07 p.m.

MOTION: Councilor Breslin made a motion to approve the Special Event Liquor License for the Chili Cook-Off – Town of New Castle. Councilor Means seconded the motion and it passed unanimously.

Adjourn Local Liquor License Authority, Reconvene Council

MOTION: Councilor Gordon made a motion to adjourn the local liquor licensing authority and reconvene council. Councilor Metzger seconded the motion and it passed unanimously.

Consider a Funding Request for Arts in Public Places – Patty Ringer

Ms. Patty Ringer told the council that the proposal she had brought to the council earlier in the year was being reconsidered because of some complications with the original artist. A new artist and sculpture were being considered, and the cost had increased. The rock for the sculpture was a stone from the original railroad bridge, and was being donated by the Talbotts. Alpine bank had donated \$1,400.00 towards the project. The sculpture itself will be a dog stretching up onto the stone that people could sit on. It would be a family-friendly sculpture that will provide a photo opportunity.

Ms. Ringer told the council she needed an additional \$750.00, and asked what the council thought.

MOTION: Councilor Riddile made a motion to approved the \$750.00 funding request from Patty Ringer. Councilor Breslin seconded the motion.

Discussion: Councilor Metzger asked where the funds would come from. Administrator Baker said the Downtown Group had funds left over from 2014 and it could come from that because the sculpture was in line with the mission of the Downtown Group.

The motion passed unanimously.

Councilor Stuckey left council chambers.

Consider Amendment to Development Agreement for Lakota Canyon Ranch

Attorney Carmer told the council that Warrior had asked for some additional time to review the scope of work and the expenses, so there would be no decision on the amendment yet. She said the general format would not change, but there needed to be additional discussions with Warrior to determine the exact costs and a suitable timeframe in which to complete the work.

Attorney Carmer said she had been in contact with Warrior's attorney who confirmed the letters of credit will be extended through the end of the year. She also said that letters of breach had been sent which will protect the town in the event the letters of credit are not extended.

Administrator Baker said that the amendment would come back to the council once Warrior had time to review everything. The second meeting in December was likely, but no later than the first meeting in January.

Councilor Leland said it was likely that the costs in the estimates would change come the spring, and Engineer Simonson agreed and said he would find out the anticipated costs would be.

Attorney Carmer asked the council for a motion to authorize staff to call the letters of credit in the event Warrior did not extend them by the expiration date of November 28, 2014.

MOTION: Councilor Leland made a motion to authorize staff to call the Warrior letters of credit should they not be extended by November 28. Councilor Means seconded the motion and it passed unanimously.

Councilor Stuckey returned to council chambers.

Review Updated Strategic Plan

Administrator Baker reviewed the changes made to the council's strategic plan.

MOTION: Councilor Leland made a motion to adopt the strategic plan with a third revision. Councilor Stuckey seconded the motion.

Discussion: Councilor Breslin said he admired the ambition of the council, the things they have accomplished, and that he was proud. Councilor Riddile said much of it was Administrator Baker who helped lead the council.

The motion passed unanimously.

Consent Agenda

Minutes of the November 4, 2014 meeting

Groves Black Dog Saloon Liquor License Renewal

Resolution TC-2014-28 approving a Grant Agreement with FMLD

Resolution TC-2014-29 approving a Grant Agreement with FMLD

Resolution TC-2014-30 credit cards for employees

Letter thanking the BOCC

Letter thanking the GFMLD

Letter thanking DOLA

Administrator Baker asked the council about the thank you letters, and whether the council felt that formal titles should be used to address the various recipients. The council agreed that formal titles should be used. Clerk Harrison said she could change the letters

while the council finished business on the agenda and have them ready for signature by the end of the meeting.

MOTION: Mayor Gordon made a motion to approve the consent agenda with the changes as noted on the thank you letters. Councilor Leland seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Baker told the council that New Castle Family Fitness requested that a promotional flyer be added to the town utility bills advertising their “Thin to Win” contest. Administrator Baker and Councilor Leland both felt that the contest was directly in line with the LiveWell philosophy and it could be easy to put on channel 10, and in the utility bills. Councilor Leland said placing it on channel 10 was easy, but in the utility bills was questionable because there was no firm policy regarding advertising for businesses’ events. The practice had been to advertise non-profit items only. He suggested it go in the December newsletter as a LiveWell article. Administrator Baker said that once we put something in the utility bill for one business, then all the others will want the same, and he was not sure staff was prepared for that. Clerk Harrison said there would be a cost associated to adding a flyer to the bills, and she asked if the business should pay for the service. Councilor Leland felt it should be limited to channel 10. Councilor Stuckey did not feel it was appropriate for the utility bill, but thought that if Family Fitness was a sponsor of LiveWell, the town could easily help promote their event. Mayor Gordon asked if there was a negative to another business asking the town to advertise for them on channel 10. The council felt the newsletter and channel 10 were both appropriate, but not utility bills. Clerk Harrison said that another complication of adding a flyer to the bills was that there was a limit to how many sheets of paper could be added to the bills before the postage cost more. Including home occupations, there were more than one hundred businesses in town and it would take several years to include advertising for each one in the billing.

The council and staff agreed that the weekly e-newsletter, channel 10 and the quarterly newsletter were all appropriate places the town could advertise for the businesses, but not in the utility bills. Administrator Baker said he would speak with the owner of the fitness center about becoming a LiveWell sponsor.

Administrator Baker said that Councilor Metzger had brought up how important it was to say thank you. There would be a county manager meeting in New Castle, and staff intended to place some banners at the interstate off-ramp, thanking the BOCC and FMLD for their contributions to the pedestrian bridge. He asked that the council to allow Councilor Leland look at the mock-up. The council agreed. Narratives regarding the trail and bridge were also being written, and he asked that Councilor Leland be allowed to review those. The council and Administrator Baker discussed who should speak at the dedication event.

Councilor Breslin said the bridge and trail were unifying the communities, and thought staff should come up with a slogan.

Administrator Baker said staff would write a program for both the bridge and trail and bring it back to the council.

Human Resource Manager – Manager Edgar told the council that he and Police Chief Pagni

would like to have a practice evacuation drill, because it had not been done. The council agreed.

Town Clerk – Clerk Harrison told the council that her new employee, Ryan Muse, started working for the town on Monday, November 10, and was doing very well. The Clerk's office was impressed with him. She said she would have him attend a council meeting very soon to meet the council.

Town Planner – not present

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – nothing to report.

Historic Preservation Commission – Councilor Leland said that earlier in the year a representative from the state historical society came to HPC and spoke about updating the town's inventory of historical buildings. Administrative Assistant Ryan Muse got right on the issue and contacted the company that had done the inventory previously in 1995. The cost for the study could be covered by available grants. There would be more discussion at the January HPC meeting.

Economic Advisory Committee – nothing to report.

Senior Programs – nothing to report.

RFTA – Mayor Gordon told the council that RFTA was working on their budget like everyone else was this time of year. He also said that Dan Blankenship was chosen by Metro Magazine as one of the ten most influential people in transportation in America. Among the others chosen was Barack Obama, and Mayor Gordon said Mr. Blankenship has received quite an honor.

GCE – Mayor Gordon said he had attended two meetings for GCE. One was working on the budget. The second meeting was with the county commissioners and a possible permanent source of funding for GCE.

Council Comments

Councilor Riddile reminded the council that he attends the Garfield County Energy Advisory Board meetings, and asked for any comments the council wished for him to share.

Councilor Breslin asked if the council agreed with him in that the coal industry should not be destroyed to improve other industries, because it would negatively affect certain areas where coal mining was the primary source of energy or income.

Councilor Leland agreed that there should be a balanced approach to updating energy sources.

Councilor Breslin asked how the council felt about permanent financing for Garfield Clean Energy. He said he liked it when organizations plead their case to the council, permanent financing or not. Councilors Metzger and Riddile did not feel permanent financing was appropriate.

Councilor Metzger said she had invited new business owners to come to council but had not been as successful as she hoped. She asked what else the council felt would be an

appropriate welcome. The council discussed if flowers or fruit baskets should be sent to the new businesses. Administrator Baker said he would have staff consider it.

Councilor Metzger said that she had reviewed the town bills and noted that a payment had been made to the Veterans Association and asked if that was the donation Mr. Scalzo had asked for at the last council meeting. Council agreed that it was a donation for the memorial. Councilor Metzger said that even though it was a small amount, and although the council had agreed to make a donation, she felt that the council should discuss all donations and agree on the amounts, no matter how small. The council agreed.

Councilor Metzger said that because Human Resources Manager Mike Edgar would be leaving the town in January, and his job responsibilities would be split three ways among Clerk Harrison, Administrator Baker and Finance Director Layton, she thought Manager Edgar should write out his suggestion for the division of responsibilities for human resources. Manager Edgar said he would provide his recommendations.

Councilor Metzger asked when staff was due for their evaluations. Administrator Baker said they would be done in January.

Councilor Breslin said that the Associated Governments of Northwest Colorado (AGNC) and the legislative team was asking for a consensus among the legislature to try and negotiate how the municipalities will not have a loss of revenue as result of deal on the Roan Plateau. He asked that the councilors follow the e-mail correspondence from the AGNC because they were working so hard to protect our interests.

Councilor Breslin said he walked an in-town trail with Mike Miller, who said the trail was his favorite. He felt that perhaps the trail, which is unnamed, could be named to honor Mr. Miller.

Councilor Breslin said he had received permission to put a piano in the library. He had found a piano, and was working on obtaining funds to purchase it, if anyone was interested in helping.

Councilor Leland reminded everyone that the Chili Cook-Off was December 6. He said the Lions Club Thanksgiving dinner was Saturday, November 22 in the Community Center. He said a new business came into town. Wolverine Publishing was now in the Mattivi Building. The owner, Dave Peg, unfortunately, had passed away the previous week. The business would stay in town for now.

Councilor Stuckey asked about the grant for the Lakota Sports Park. Administrator Baker said that the town had received notice that New Castle was not being recommended to receive the grant, and that Larry McDonald was asking for specific information about why. Mayor Gordon said he had looked into council salaries, and found that the New Castle council was about mid-range for the amount. Eagle council pay was lower than New Castle. The process to increase council salaries is intended to protect the council from a conflict of interest in giving themselves a raise, but he felt it was unfair. Being a council member was a thankless job, and the members needed to find satisfaction in their love of the town and for maintaining a good staff.

Mayor Gordon also said that New Castle was a Home Rule town, and the last say of either a bad or good decision was the Town Council. He encouraged everyone to stay involved and ask questions because they were the final authority

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

The meeting adjourned at 8:45 p.m.

Respectfully submitted,



Mayor Bob Gordon



Town Clerk Melody Harrison, CMC

