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4 **New Castle Town Council Meeting**
5 **Tuesday, December 2, 2014, 7:00 p.m.**
6 **Town Hall**
7 **450 W. Main Street**
8

9 **Call to Order**

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

11
12 **Pledge of Allegiance**

13
14 **Roll Call**

15 Present Councilor Means
16 Councilor Riddile
17 Councilor Metzger
18 Mayor Gordon
19 Councilor Breslin
20 Councilor Leland
21 Councilor Stuckey
22

23 Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody
24 Harrison, Public Works Director John Wenzel, Finance Director Lyle Layton, Human
25 Resources Manager Mike Edgar and Assistant Town Attorney Haley Carmer.
26

27 **Meeting Notice**

28 Town Clerk Melody Harrison verified that her office gave notice of the meeting in
29 accordance with Resolution TC-2014-1.
30

31 **Conflicts of Interest**

32 There were no conflicts of interest.
33

34 **Agenda Changes**

35 Clerk Harrison asked the council to add a proclamation to the agenda honoring Captain
36 William H. Dubois. The council agreed.
37

38 **Citizen Comments on Items not on the Agenda**

39 Amelia Shelley, Director of Garfield County Libraries.

40 Director Shelley introduced Di Herald, the new manager of the New Castle Branch Library.
41 Ms. Herald greeted the council. She told them she had a long career as a librarian,
42 working in public, special, academic and school libraries. Her family was from the area,
43 and counted eight generations from Colorado. Her passion was connecting people with the
44 books and information they want or need. Ms. Herald said she most recently worked as

1 the Program and Outreach Manager for Delta County Libraries. Having worked in most
2 every library position, she had written eleven books that are now used in Libraries.
3 Director Shelley told the council that Ms. Herald was a nationally sought-after speaker on
4 Readers Advisory in Libraries, and she felt fortunate to have Ms. Herald on her staff.
5 Clerk Harrison introduced her new Administrative Assistant, Ryan Muse, to the council. Mr.
6 Muse told the council he was from the area, and had worked at CMC Rifle for several years
7 as a registration tech. He attended CU Boulder and received his degree in political
8 sciences. Mr. Muse said he enjoyed the first few weeks of the position, and enjoyed the
9 people he worked with. The council welcomed Mr. Muse.
10 LaRue Wentz, New Castle resident, asked the council if they would consider inviting the
11 Veterans to carry the flag across the pedestrian bridge. The council liked the idea of
12 having the Veterans involved, and directed Debbie Nichols to contact them.

13 14 **Consultant Reports**

15 Consultant Attorney – nothing to report
16 Consultant Planner – nothing to report
17 Consultant Engineer – nothing to report

18 19 **Items for Consideration**

20 21 **Community Policing: Request for Matching Funds**

22 Officer Carrie Buhlman, New Castle Police Department, described the Shop with a Cop
23 program she had started. The program was to provide under-privileged children an
24 opportunity to shop at the Rifle Wal-Mart to purchase Christmas gifts for their family.
25 Officer Buhlman said when she worked for the Vail PD, the program was very successful,
26 and she hoped it would be for New Castle as well. She said she had raised \$400.00, and
27 asked the council to consider funding the program in the amount of \$250.00.
28 The council discussed the program briefly.

29
30 **MOTION: Councilor Leland made a motion to approve \$250 for the 2014 Shop
31 with a Cop program. Councilor Breslin seconded the motion and it passed
32 unanimously.**

33 Discussion: Administrator Baker complimented Officer Buhlman and the Police Department
34 for their efforts regarding Community Policing. Mayor Gordon said the council was very
35 proud of the police department.

36 Councilor said he wanted to leave open an option for the police to come back to the
37 council in the event they needed more funds. The council agreed to make a motion on a
38 contingency plan for funding.

39 **The motion passed unanimously.**

40 **MOTION: Councilor Leland made a motion to authorize the Town Administrator
41 to supplement the program for up to \$100.00 in the event the police department
42 was unable to reach their \$800.00 goal. Councilor Means seconded the motion
43 and it passed unanimously.**

44 45 46 **Consider Health and Welfare Grants to Outside Agencies**

1 Administrator Baker told the council that included in the packet was a memo outlining the
 2 grant applications, and the staff recommendation for funding those grant requests. He
 3 noted that the staff suggestions for funding the Community Market and River Center were
 4 lower than the requests, which was primarily because of the limited amount of money
 5 available. He asked the council for their feedback.

6 Mayor Gordon said that both the River Center and Community Market were good for the
 7 town's economic development, and he wanted to see those organizations receive the
 8 amounts they requested. Administrator Baker asked if the additional funds should be
 9 taken from the Economic Development line item. Mayor Gordon said yes. Councilor
 10 Riddile thought that LoVa was a dead entity and that the funds intended for LoVa could be
 11 given to the River Center. Administrator Baker said LoVa was still there and that he felt
 12 they were trying to build up their resources. Councilor Breslin said he thought LoVa should
 13 get at least a token contribution because he believed the organization was valuable to
 14 broker agreements with other agencies for a trail system.

15 Councilor Breslin commented that the River Center really provided a necessary service to
 16 New Castle and should be fully funded. Councilor Stuckey agreed that the River Center
 17 should be funded, but was uncomfortable going over the budgeted amount. Councilor
 18 Means agreed saying that he felt two or three thousand dollars over budget was not ok.
 19 Councilors Riddile and Metzger agreed that they should stay within budget.

20 Councilor Leland said that at the time of the economic downturn, the council had reduced
 21 the amount placed in the Health and Welfare budget, and the amount had not increased
 22 since then. He felt \$1,800.00 could be taken from the general fund, or that because they
 23 had not yet approved the 2015 budget, it could be amended to include additional funds
 24 for the Health and Welfare budget.

25 **MOTION: Councilor Breslin made a motion increase the Health and Welfare
 26 budget to add an additional \$3,000.00. Councilor Leland seconded the motion.**

27 Discussion: Councilor Riddile asked where the additional \$3,000.00 would come from and
 28 how it would be distributed. The council decided that \$1,000.00 would go to the
 29 Community Market, and \$2,000.00 to the River Center.

30 **Councilor Breslin amended his motion to include distribution of \$1,000.00 to the
 31 Community Market, and an additional \$2,000.00 to the River Center.
 32 The motion passed unanimously.**

33
 34
 35 **Consider Ordinance TC 2014-3 - An Ordinance of the Town of New Castle,
 36 Colorado summarizing additional expenditures for the General Fund and
 37 adopting a supplemental budget for the Town of New Castle, Colorado, for the
 38 calendar year beginning on the first day of January, 2014 and ending on the last
 39 day of December, 2014. (first reading)**

40
 41 **MOTION: Councilor Riddile made a motion to approve Ordinance TC 2014-3 - An
 42 Ordinance of the Town of New Castle, Colorado summarizing additional
 43 expenditures for the General Fund and adopting a supplemental budget for the
 44 Town of New Castle, Colorado, for the calendar year beginning on the first day of
 45 January, 2014 and ending on the last day of December, 2014, on first reading.
 46 Councilor Stuckey seconded the motion.**

47 Discussion: Councilor Breslin noted for the record that the amount of the supplemental
 48 budget was \$3, 490,216 that is primarily to cover the expenses for the pedestrian bridge
 49 and trail, anticipating the receipt of funds from Garfield County, the Department of Local

1 Affairs and the Garfield County Federal Mineral Lease District. The monies would be repaid
2 to the town.

3 **The motion passed on roll call vote: Councilor Breslin: yes; Councilor Riddile:**
4 **yes; Councilor Stuckey: yes; Councilor Means: yes; Councilor Metzger: yes; Mayor**
5 **Gordon: yes; and Councilor Leland: yes.**

6
7 **Consider Resolution TC-2014-31, A Resolution of the Town Council of the Town**
8 **of New Castle Adopting a Budget for the Town of New Castle, Colorado, for the**
9 **Fiscal Year Beginning on January 1, 2015 and Ending on December 31, 2015,**
10 **Appropriating the Amounts Specified in the Budget as Expenditures from the**
11 **Funds Indicated, Levying the Property Tax Proposed in the Budget, and**
12 **Reserving and Designating Certain Amounts in Each Fund. A**

13
14 **MOTION: Councilor Leland made a motion to approve Resolution TC-2014-31, A**
15 **Resolution of the Town Council of the Town of New Castle Adopting a Budget for**
16 **the Town of New Castle, Colorado, for the Fiscal Year Beginning on January 1,**
17 **2015 and Ending on December 31, 2015, Appropriating the Amounts Specified in**
18 **the Budget as Expenditures from the Funds Indicated, Levying the Property Tax**
19 **Proposed in the Budget, and Reserving and Designating Certain Amounts in Each**
20 **Fund with two amendments:**

21 **1. To change the line item 'Ambulance Reserve Fund' to 'Municipal Parks and**
22 **Trees' and;**

23 **2. To transfer \$3000 from general fund to Health and Welfare budget.**
24 **Councilor Means seconded the motion and it passed unanimously.**

25 26 27 **Consider Appointing a Council Member to the Senior Advisory Board**

28 Mayor Gordon told the council that Councilor Metzger and he were willing to continue as
29 the representative and alternate on the Senior Advisory Board. The council agreed.

30 31 32 **Pedestrian Bridge & Trail Dedication and Chili Cook-Off Update**

33 Administrator Baker and Administrative Assistant Nichols gave the council an update of
34 the schedule of events for the upcoming weekend.

35 36 37 **Community Resource Housing Development Corporation Update – Selection of** 38 **Appraiser**

39 Administrator Baker said that Town Attorney David McConaughy looked at the
40 information, and did not have a lot to say about it. There were firms suggested.
41 The council could agree or not. Attorney McConaughy could come speak to the council if
42 they wished.

43 Town Planner Tim Cain said there were sixty-five pages of information about four firms,
44 the first being the Gill Group which is the firm CRHDC generally used.
45 After a brief discussion, the council agreed that they would prefer to use a local appraiser,
46 but would allow Attorney McConaughy to make the decision.

1 Councilor Means asked the council to excuse him from the rest of the meeting because he
2 had surgery scheduled very early the next morning. The council agreed, but asked him to
3 stay for the proclamation.

4
5 **Proclamation Honoring Captain William Dubois.**

6 Mayor Gordon read the draft proclamation. The council discussed some of the language
7 and details of it, and made a few changes.

8 **MOTION: Councilor Breslin made a motion to authorize Councilor Leland draft a**
9 **proclamation to convey the Town's condolences to the Dubois family for the loss**
10 **of William Dubois. Mayor Gordon seconded the motion and it passed**
11 **unanimously.**

12
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14 Councilor Means left the meeting.

15
16 The council and New Castle resident Greg Russi discussed the importance of continuing
17 and expanding the trail systems in the town and area to provide connectivity between the
18 cities. Mr. Russi asked the council for their blessing to allow him to pursue trails. The
19 council agreed it would be very good for the economic health of all the towns.

20
21 **Consent Agenda**

22 November Bill of \$1,906,346.03

23 Minutes of the November 18, 2014 meeting

24 **MOTION: Councilor Breslin made a motion to approve the consent agenda.**
25 **Councilor Leland seconded the motion and it passed unanimously.**

26
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28 **Staff Reports**

29 Town Administrator – Administrator Baker told the council that the piece of property
30 located behind the liquor store would go to the public auction on the December 10. He
31 said the property did not seem like an opportunity for the town because it was too
32 expensive. He also said that the first lease payment had been received from Community
33 Resource Housing Development Corporation. The Manhole on Castle Valley Boulevard that
34 Councilor Means was concerned about had been lowered to grade level. Administrator
35 Baker said staff was looking at the original plans regarding an amphitheater in VIX Park.
36 The proposed space has a natural earth formation that needed a bandshell. Attorney
37 Sawyer had received a favorable response from the water referee regarding the water
38 case he was working on. There would be a CDOT meeting on January 28 that he, Mayor
39 Gordon, Engineer Simonson, Greg Russi and Public Works Director John Wenzel would
40 meet with a team to discuss angled parking on Main Street. Last, he said he had received
41 a call from Theresa Hamilton regarding the flags, and that the school would not lower the
42 flags until the governor's office decreed it. The council felt they should lower the flag
43 now. Last he asked if the council would be agreeable if staff did a little reorganization of
44 council chambers to include some chilled bottles water and snacks. The council liked the
45 idea.

46
47 Town Clerk – nothing to report

48 Town Planner – Planner Cain told the council that Warrior had applied for another single

1 family residential permit, and there would be a triplex being constructed in Castle Valley
2 Ranch.
3 Public Works Director – not present
4 Human Resources – Manager Edgar gave council the evaluation forms for Finance Director
5 Layton, Clerk Harrison and Administrator Baker. He asked that they complete the forms
6 and return them by December 16. The council was scheduled to perform the evaluations
7 at the January 6, 2015 meeting.

8

9 **Commission Reports**

10 Planning & Zoning Commission – nothing to report
11 Historic Preservation Commission – nothing to report
12 Economic Advisory Committee – nothing to report
13 Senior Programs – nothing to report
14 RFTA – nothing to report

15

16 **Council Comments**

17 Councilor Metzger voiced concern that the council had granted funds to LoVa, but it
18 appeared LoVa was no longer in existence. Administrator Baker said that LoVa still
19 existed, but was not effective at this time. He said he would invite Larry Dragon, Director
20 of LoVa, to come in and provide a report. The council said they would appreciate hearing
21 from Mr. Dragon.

22 Councilor Metzger said she was walking on S. Wildhorse and she noticed a resident with a
23 fire burning in their backyard. She asked if fires were allowed. Staff said that the burn
24 ban had been lifted on November 1.

25 Councilor Breslin reminded the council that they had previously approved a bus shelter to
26 be installed by the local boy scouts. He asked if they council was still amenable to a new
27 bus shelter, since the scouts had not been able to install one before. The council still felt it
28 was a good idea. Councilor Leland asked if RFTA had agreed to providing shelters.

29 Councilor Breslin said they did not, but they had agreed to increase their participation in
30 New Castle.

31 Councilor Leland said that Terri Knobb was moving forward in creating a new chamber of
32 commerce, and expected to have it running by January. Funding was the only problem.

33 Councilor Riddile said Ms. Knobb was energetic and had good business sense and would
34 do well.

35 Councilor Leland said he had not looked at the website, but understood that the Rifle
36 Regional Economic Development Corporation (RREDC) had updated their website to
37 include both Silt and New Castle, even though neither town was a member.

38 Mayor Gordon felt it was important to speak to the new owner of the property behind the
39 liquor store about the commercial value of the site.

40 Mayor Gordon complimented the council on the fine job they do.

41

42

43 **Councilor Metzger made a motion to adjourn. Mayor Gordon seconded the**
44 **motion.**

1 Discussion: Councilor Breslin asked about the employee party. Administrator Baker said a
2 date had not been set for the party, but would be soon.

3 **The motion passed unanimously.**

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5 The meeting adjourned at 9:06 p.m.

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7 Respectfully submitted,

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Mayor Bob Gordon

Town Clerk Melody L. Harrison, CMC

DRAFT

**LIQUOR OR 3.2 BEER LICENSE
 RENEWAL APPLICATION**

Fees Due	
Renewal Fee	\$96.25
Storage Permit \$100 x _____	_____
Optional Premise \$100 x _____	_____
Related Resort \$75 x _____	_____
Amount Due/Paid	

STOP N SAVE #12
 2492 INDUSTRIAL BLVD
 GRAND JUNCTION CO 81505-1308

Make check payable to: Colorado Department of Revenue.
 The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

PLEASE VERIFY & UPDATE ALL INFORMATION BELOW

RETURN TO CITY OR COUNTY LICENSING AUTHORITY BY DUE DATE

Licensee Name FEATHER PETROLEUM CO		DBA STOP N SAVE #12		
Liquor License # 04413350018	License Type 3.2% Beer Off Premises (city)	Sales Tax License # 04413350018	Expiration Date 1/21/2015	Due Date 12/7/2014
Street Address 791 BURNING MT AVE NEW CASTLE CO 81647				Phone Number 970-242-5205
Mailing Address 2492 INDUSTRIAL BLVD GRAND JUNCTION CO 81505-1308				
Operating Manager Mary M. Anderson	Date of Birth 5/25/51	Home Address 95 Peach Ct New Castle CO 81647		Phone Number 970 984-2420
<p>1. Do you have legal possession of the premises at the street address above? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO Is the premises owned or rented? <input type="checkbox"/> Owned <input checked="" type="checkbox"/> Rented* *If rented, expiration date of lease 10/31/2020</p> <p>2. Since the date of filing of the last annual application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO NOTE TO CORPORATION, LIMITED LIABILITY COMPANY AND PARTNERSHIP APPLICANTS: If you have added or deleted any officers, directors, managing members, general partners or persons with 10% or more interest in your business, you must complete and return immediately to your Local Licensing Authority, Form DR 8177: Corporation, Limited Liability Company or Partnership Report of Changes, along with all supporting documentation and fees.</p> <p>3. Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</p> <p>4. Since the date of filing of the last annual application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO See attached</p> <p>5. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO List attached</p> <p>6. SOLE PROPRIETORSHIPS, HUSBAND-WIFE PARTNERSHIPS AND PARTNERS IN GENERAL PARTNERSHIPS: Each person must complete and sign the DR 4679: Affidavit – Restriction on Public Benefits (available online or by calling 303-205-2300) and attach a copy of their driver's license, state-issued ID or valid passport.</p>				

AFFIRMATION & CONSENT

I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.

Type or Print Name of Applicant/Authorized Agent of Business Anne B. Spalenta, Director of Finance	Title Director of Finance
Signature Anne B. Spalenta	Date 12/2/14

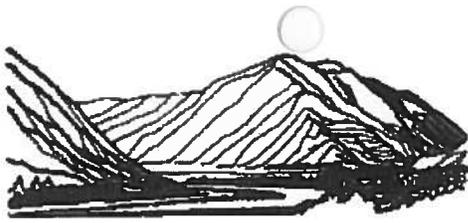
REPORT & APPROVAL OF CITY OR COUNTY LICENSING AUTHORITY

The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 12, Articles 46 and 47, C.R.S. **THEREFORE THIS APPLICATION IS APPROVED.**

Local Licensing Authority For	Date
Signature	Title
	Attest

Attachment to DR 8400
Feather Petroleum Co
DBA Stop n Save No 12

Question 4: We were caught in a sting at our Gypsum location on April 24, 2014. The license was actively suspended for five (5) days from July 9 to July 13, 2014. Ten (10) additional days were held in abeyance for one (1) year from May 30, 2014.



The New Castle Police Department
450 West Main - Post Office Box 90
New Castle, Colorado 81647
(970) 984-2302

"Burning Mountain" - 1888

09/09/14

To: Deputy Town Clerk Mindy Andis
From: Tony Pagni Chief of Police

Reference: Stop and Save Convenience store
Dear Mindy, and board of Trustee Members

I have checked the Police Data Base and have found no instances of misconduct by members of the City Market Staff which would affect their licensee ability.

In fact this establishment has had no incidents involving any Liquor calls to the premises in our system. In addition they have previously passed compliance tests with the State Liquor Enforcement Team.

I have attached the standard requirement list provided to all establishments involved with the sales of liquor within the Town. I would like to request that City Market and their staff to continue to cooperate with the Town in these requirements:

Chief of Police

Tony Pagni