

**New Castle Town Council Meeting
Tuesday, December 16, 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
Absent	None

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison and 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

Councilor Stuckey said he had a conflict with the item regarding conceptual plans for the council chambers because he was the architect working on the project. He asked the council for permission to recuse himself and to be allowed to sit as the consultant architect on the project so he could address any questions from the council. The council agreed.

Agenda Changes

Clerk Harrison told the council she would like to move Citizen Comments after The Elk Creek Essay winners to better manage council's time. The council agreed.

Elk Creek Elementary School Essay Contest Winners

Elk Creek Elementary School Principal Lisa Pierce thanked the council for inviting the students. Ms. Pierce introduced the three essay winners. They read their essays to the

council. The council congratulated each winner and thanked them for coming. Ms. Pierce thanks the council, the teachers and parents for supporting the students.

Citizen Comments on Items not on the Agenda

John Pelland, Glenwood Springs Resident. Mr. Pelland told the council that he was employed by Ham and Donna Dubois, and that he was very good friends with them. He said he had known their son, Will, since he was a child. Mr. Pelland said that because Will had died in the line of duty, and because the Dubois family was an integral part of New Castle, he felt the council should consider a memorial in Will's honor.

The council, staff and Mr. Pelland discussed the idea of a memorial at length. They all agreed a committee would be formed to consider funding, location and the memorial structure. They also agreed that the committee's first meeting could wait until after the holidays to give the Dubois family time to grieve.

Consultant Reports

Consultant Attorney – not present

Consultant Planner – not present

Consultant Engineer – not present

Items for Consideration

Review Proofs for Pedestrian Bridge and Trail Signs

The council discussed the details of the sign proofs, and suggested some changes to the language proposed. Councilor Leland and Administrator Baker told the council they would make the changes, and bring them back to the council at a future meeting for their approval.

Clarification of LoVa Commitment for Health and Welfare Grant

Administrator Baker said that at the last council meeting, the council awarded grant funds to outside agencies. One of those agencies was LoVa, and Councilor Metzger asked specifically what the money for LoVa would do if the organization was no longer functioning. Administrator Baker reviewed the excerpt from LoVa's grant application regarding services they would provide to New Castle. This included planning the LoVa Trail east to Canyon Creek which would require identifying funding sources for planning, assistance in grant writing and identifying sources for match requirements. The council agreed that the staff recommendation of \$500.00 was appropriate. Councilor Breslin asked if LoVa could represent New Castle to the state if necessary. Administrator Baker said that LoVa was a known entity to the state parks people.

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

MOTION: Councilor Breslin made a motion to approve Ordinance TC 2014-3 - An Ordinance of the Town of New Castle, Colorado summarizing additional expenditures for the General Fund and adopting a supplemental budget for the Town of New Castle, Colorado, for the calendar year beginning on the first day of January 2014 and ending on the last day of December 2014 on second reading. Councilor Means seconded the motion and it passed on a roll call vote: Councilor Riddile: yes; Councilor Breslin: yes; Councilor Metzger: yes; Mayor Gordon: yes; Councilor Stuckey: yes; Councilor Means: yes and Councilor Leland: yes.

Consider an Invitation from the City of Rifle for an Incident Command System Class

Administrator Baker told the council that the City of Rifle was organizing an executive, and elected officials Incident Command System training. The training will be at no charge. After a brief discussion, Administrator Baker said he would make reservation for nine to attend.

Funding Request: Conceptual Plans for Council Chambers

Councilor Stuckey removed himself from the council dais and sat at the applicant table as an architect consultant so he could answer questions regarding the conceptual plans.

Mr. Stuckey reviewed each of the five alternatives with the council. The council discussed each alternative, and agreed that alternative five should be eliminated due to cost. They generally agreed the alternative four was probably too costly as well. Councilor Means felt that alternative one and two were the best because of the lower expense, as it would allow the project to be within the limited finances available. Councilor Riddile though that the idea should be further considered, and there should be some discussion about funding options. He felt the council could discuss it more at a future meeting. The council agreed. Administrator Baker said he would bring the item back at the next council meeting.

Consider a Motion to begin the January 6, 2015 Council Meeting at 5:30 p.m.

Clerk Harrison told the council that employee evaluations for the Town Administrator, Town Clerk and Finance Director would be done by council on January 6, 2015. Staff suggested beginning the meeting at 5:30 p.m. so there was adequate time to complete all the necessary business as well as the evaluations.

MOTION: Councilor Riddile made a motion to begin the January 6, 2015 meeting at 5:30 p.m. Councilor Metzger seconded the motion and it passed unanimously.

Consider a Date for the New Castle Winter Party

Clerk Harrison said that she had asked the council some time ago if they agreed to allow staff to change the Christmas Party into a Winter Part in January because staff had been extremely busy with other event planning. Subsequently, Clerk Harrison said she had heard some disappointment that there would not be a Christmas Party. She and Administrator Baker had discussed it, and Clerk Harrison had spoken with Dave Souders at the New Castle Diner. Mr. Souders said he could accommodate a party on December 21, 22 or 23.

The council chose Sunday, December 21 at 5:00 p.m. They also chose to include a white elephant gift exchange.

Main Street Letter to CDOT

Administrator Baker told the council that there was a precedent for angled parking on Main Streets/State Highways in Basalt and Ouray. Although he thought it may be a complicated discussion, staff was prepared with drawings and safety measures to present to CDOT at the January 28, 2015 meeting. The council briefly discussed strategy for the presentation. They also discussed how snow removal on Highway 6 may be handled.

Discussion of LiveWell Principles that Fit New Castle

Administrator Baker reminded the council that at their retreat, council had discussed that the LiveWell principles could be part of the New Castle branding strategy, but no specifics were contemplated. He said he wanted to talk about some of the items in the LiveWell Strategic Plan, and how those things fit New Castle's ethic.

The larger goals of LiveWell were around schools and geared towards people in the 185th poverty percentile. For families that are receiving financial assistance, LiveWell is working towards getting electronic benefits transfer (EBT) machines in the Farmer's Markets. This will provide low-income families the opportunity to purchase local produce with their financial assistance funds.

Administrator Baker and the council discussed the other LiveWell principles: Community Gardens, Healthy Eating workgroups, and classes on healthy food preparation; Low Cost Recreation Programs; Bike Facilities and Programs; Trails; Hispanic Outreach. He felt they all fit the town goals very well.

The council agreed that the town was already doing the things that were in the LiveWell principles, and the town should name them as part of the LiveWell ideal.

Consent Agenda

Minutes of the December 2, 2014 meeting

Stop N Save Liquor License Renewal

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

Staff Reports

Town Administrator – Administrator Baker said he gave his report during committee and had nothing to add.

Town Clerk – Clerk Harrison told the council she would be ordering new name badges for those who needed them. She asked if they had any preferences regarding the food for the Christmas Party as she would be meeting with Dave Souders first thing in the morning. They asked that there be good variety for everyone to enjoy. Last Clerk Harrison said that it would be necessary to staff to expedite the signing of a mylar for CVR so that a certificate of occupancy could be issued for a new home built on Foxwood Drive. She asked Mayor Gordon if he would be available to sign the mylar on Monday morning. He said he would be available.

Town Planner – not present

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – nothing to report

Historic Preservation Commission – nothing to report

Economic Advisory Committee – nothing to report
Senior Programs – nothing to report
RFTA – nothing to report

Council Comments

Councilor Breslin said there was a great story in newspaper about aging, and how creativity and longevity are connected. He suggested everyone read it.
Councilor Leland said that Steve Rippy had contacted him, and said he had prepared a list everyone who had served on the town council. Councilor Leland said Ryan Muse had updated it and the list of all the council members who have served since 1888 was complete. The list would be printed and framed for display in the town hall.
Councilor Leland said that staff had gotten very good at organizing special events, and he felt that a new event should be done. Every year in February, the town should do a Founder’s Day celebration. The council agreed, and they briefly discussed what could be included in the celebration.
Councilor Metzger said she had been at the River Center, and the community garden was rather messy. None of the dead plants had been removed and it did not look very good. Administrator Baker said leaving the plants was the latest in garden wintering, but he was open to suggestion. He also said he would speak with their garden expert Kim Willey.
Councilor Metzger asked what was happening in the space behind McDonalds. Administrator Baker said that Town Planner Tim Cain was working with a developer doing some administrative items to better market the properties, and that there may be a business opportunity there.
Councilor Metzger asked if the town could work with the livery owner to clean up the space, and perhaps convert it to something useful. Councilor Breslin said the owner was ready to remove all the aviation stuff inside and prepare the property for the market.
Councilor Metzger said that Kathy Kopf would be moving to California, and she felt that the council should honor her for her. They agreed on a proclamation.

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

The meeting adjourned at 9:43 p.m.

Respectfully submitted,

Mayor Bob Gordon

Town Clerk Melody L. Harrison, CMC