

**New Castle Town Council Meeting  
Tuesday, August 4, 2015, 7:00 p.m.**

**Call to Order**

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

**Pledge of Allegiance**

**Roll Call**

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

Also present at the meeting were Public Works Director John Wenzel, Town Clerk Melody Harrison, Police Chief Tony Pagni, Officers Al Walker, Brian Dominguez and Matt Polen, Town Planner Tim Cain and Town Attorney Haley Carmer.

**Meeting Notice**

Clerk Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2015-01.

**Conflicts of Interest**

Councilor Stuckey said he had a conflict with an item on the consent agenda and asked to be recused. The council agreed.

**Agenda Changes**

There were no agenda changes.

Police Chief Tony Pagni introduced his new officer, Matt Polen. Officer Polen greeted the council and told the council about himself. The council welcomed Officer Polen.

Councilor Metzger said that the pedestrian signs on Main Street did not seem to influence motorists to slow down and be aware of pedestrians. Chief Pagni agreed that drivers did not seem to be heeding the signs, and his department would have to increase enforcement. Chief Pagni, Public Works Director John Wenzel and the council discussed options to make the signs more visible or noticeable to drivers.

**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**

#### **Consider License Agreement with the 4<sup>th</sup> Street Plaza Owners Association**

Attorney Carmer explained the license agreement and described the reason the town was choosing a license agreement rather than an easement agreement.

**MOTION: Councilor Riddile made a motion to approve the license agreement with the 4<sup>th</sup> Street Plaza Owners Association. Councilor Metzger seconded the motion and it passed unanimously.**

#### **Consider Resolution TC-2015-8 - A Resolution of the New Castle Town Council Adopting the Garfield County Emergency Operations Plan**

Planner Cain explained the requirement to have an emergency operations plan, and what benefit it gave the town in the event of a disaster.

Planner Cain said he included a memo in the packet regarding Emergency Support Functions (ESFs). There were fifteen ESFs used during the FEMA training exercise.

Planner Cain said that town staff would conduct an exercise to determine which of the ESFs staff could perform, and would adopt as part of the town emergency operations plan.

**MOTION: Councilor Riddile made a motion to approve Resolution TC-2015-8, A Resolution of the New Castle Town Council Adopting the Garfield County Emergency Operations Plan. Councilor Breslin seconded the motion.**

Discussion: Councilor Leland asked if the language suggested by Attorney McConaughy language was in the resolution. Planner Cain said it was.

**The motion passed unanimously.**

#### **Consider Resolution TC-2015-9 - Regarding C-1 Off Street Parking Requirements**

Planner Cain explained that for the past five years the council had waived, by resolution, the requirement for businesses in the C-1 zone district to provide two off-street parking spaces. The waiver resolution expired in May 2015, and Planner Cain felt that renewing the waiver was appropriate. He asked the council to consider a waiver of three years.

**MOTION: Councilor Leland made a motion to approve Resolution TC-2015-9 – A resolution of Town of New Castle, Colorado Extending the Expiration of the Requirements for Off-Street Parking in the C-1 Zone District for Three Years. Councilor Stuckey seconded the motion and it passed unanimously.**

Planner Cain told the council that unfortunately, CHFA had not chosen the New Castle Senior Housing project for the tax credit program. He told the council that Community Resource Housing Development Program would continue to move forward with the project and they would apply in 2016 for the tax credit program.

#### **Consider Ordinance TC-2015-2 – An Ordinance of the New Castle Town Council Adopting by Reference the 2010 Model Traffic Code (second reading)**

Chief Pagni told the council that every few years the model traffic codes are updated and that the adoption of the 2010 version put the town in alignment with the rest of the county.

**MOTION: Councilor Riddile made a motion to approve Ordinance TC-2015-2, an Ordinance of the New Castle Town Council Adopting the Model Traffic Code for Colorado, 2010 Edition, and Amending Title 10 of the New Castle Municipal Code on second reading. Councilor Stuckey seconded the motion.**

Discussion: Councilor Leland asked if there was a reason to communicate the adoption of the newer traffic code to the citizens. Chief Pagni said the changes were not ones that would be problematic to motorists, and he did not feel notification to citizens was necessary.

**The motion passed on a roll call vote: Councilor Metzger: yes; Councilor Breslin: yes; Councilor Riddile: yes; Councilor Stuckey: yes; Mayor Gordon: yes; Councilor Leland: yes.**

### **Discussion Regarding Appointment to the Colorado Municipal League Policy Committee**

Clerk Harrison explained to the council that the Colorado Municipal League (CML) had formed a Policy Committee. Membership in CML afforded the town a seat on the Committee.

Clerk Harrison said that the policy committee was the organization that was responsible to review legislative and policy proposals from members, and to recommend specific positions to the CML Executive Board.

There would be three meetings; one in October 2015, one in December 2015 and one in February 2016.

Councilor Stuckey agreed to represent the Town of New Castle. Councilor Breslin agreed to be the alternate.

**Mayor Gordon made a motion to appoint Councilor Stuckey as representative on the CML Policy Committee and Councilor Breslin as alternate. Councilor Leland seconded the motion and it passed unanimously.**

### **Consent Agenda**

Minutes of the July 21, 2015 meeting

July Bills of \$601,348.34

Letter of Support RFTA - Park N Ride

Fleet Vehicle Lease Contract

Agreement for Website Services

**MOTION: Councilor Breslin made a motion to approve the consent agenda as presented. Councilor Leland seconded the motion and it passed with Councilor Stuckey recused.**

### **Staff Reports**

Public Works Director – Director Wenzel told the council that his department was working with Randi Lowenthal to nominate the pedestrian bridge and pedestrian trail projects for the Colorado Chapter of the APWA Small Community Project of the Year. New Castle had previously received the award for Grand River Park, and he felt confident they could be considered for the award again. He felt it would be a great way to recognize everyone involved in the projects.

Director Wenzel said he, Utilities Supervisor Daniel Becker and Town Engineer Jeff Simonson had traveled to Steamboat Springs, Colorado, to present the water treatment plant upgrades grant to DOLA. They had been invited to attend the hearing which is a good first step. Director Wenzel described the upgrades that were being proposed.

Councilor Metzger asked if the pedestrian bridge lighting had been delayed because of funding. Director Wenzel said that the FMLD had denied funding for the bridge lighting. He explained that the FMLD did not accept two projects in a single grant application, so they denied the bridge lighting because it was included in the application for streetscape.

Director Wenzel told the council that Engineer Simonson had finalized the streetscape plans, and those plans had been provided to the property owners that will be affected by the project. He hoped to have the property owner's comments by the end of the week, and barring any major changes based on the comments received, they should go out to bid for the project the week of August 10. There would be a two week bid window, and bid opening August 24, 2015. Construction should begin shortly thereafter. The goal was to break ground this year.

Councilor Metzger asked about the Sports Park in Lakota. Director Wenzel said they had done nothing regarding the sports park since they had been denied the GoCo grant, but he understood that the town would reapply for a grant in the fall 2015.

Police Chief – Chief Pagni told the council that he had received the certificate of occupancy for the new facility, and that they would begin the move on Friday. He said the grand opening would be at the end of September.

Town Clerk – Clerk Harrison told the council that the new VoIP phone system had been installed for all the town facilities the week prior and the system now connected everyone. Each staff member could direct-dial one another. Director Wenzel said it was great to finally have a functioning phone system at public works.

Clerk Harrison told the council that her Deputy, Mindy Andis, completed her second year at clerk school and came back with some great ideas and enthusiasm. Clerk Harrison said Deputy Andis had one more year to attend school, and then likely several more years to earn the necessary experience points. She explained the point system used to certify clerks through the International Institute of Municipal Clerks. Clerk Harrison showed the council the t-shirts that had been made for Burning Mountain Festival this year, and she explained that the committee had selected the logo as the winner in the logo contest for this year's festival. She said the shirts were available for purchase at the community market.

Town Administrator – not present

Town Planner – not present

### **Commission Reports**

Planning & Zoning Commission – nothing to report

Historic Preservation Commission – Councilor Breslin said HPC had spoken with the Downtown Group who had concerns about the paint colors downtown, particularly the Livery Building. The owner of the Livery indicated the yellow color would be softer than what was originally selected.

Economic Advisory Committee – nothing to report

Senior Program – nothing to report

RFTA – nothing to report

AGNC – Councilor Breslin gave the councilors a copy of the planning assistance program documents the AGNC had put together some time ago. He said it was a good tool for seniors. Councilor Breslin also gave Mayor Gordon a “Friend of Coal” bracelet.  
GCE – nothing to report

### **Council Comments**

Councilor Riddile hung a map of Grand River Park. He told the council that he and Mayor Gordon met with John Lee regarding the Will Dubois memorial. Mr. Lee is ready to head up the fundraising efforts. Councilor Riddile said the sculptor had visited New Castle and chosen a proposed location in Grand River Park. Ham and Donna Dubois were supportive of the project. He said they discussed fundraising possibilities, and those included the Garfield RE2 School District, VFW and Elks Clubs, CU Alumni, Kappa Sigma Social Fraternity and John Scalzo who organized the Veterans Memorial in Rifle. A bank account is set up at Alpine Bank to receive funds. Mayor Gordon said the town would be willing to help, but will not know how much until after September 1 when the federal mineral lease and severance tax distribution amounts are known. Councilor Riddile said the sculptor will create sketches of the statue that the Dubois family will approve and then a brochure will be created that could be given to potential donors.

Councilor Riddile said he would keep the council informed of progress.

Councilor Riddile thanked Director Wenzel for cleaning up the trash that had gathered against the fence on the freeway onramp.

### **Consider Funding Request for Pocket Park (Watts Property)**

Greg Russi, 271 Buckthorn Road. Mr. Russi introduced Sue Ruggles and Patty Ringer who are a part of the ad-hoc committee to develop a park in the lot donated to the town by Michael Watts. Mr. Russi said the park proposal was for an interactive park. The committee will hold a charrette at the end of the month to further develop the concept plans. Some ideas were a small stage, water features, viewing areas, fruit trees, herb gardens, perhaps a place to host after-school programs, mosaic patterns and many other things.

Mr. Russi felt the park could be opened by summer 2016.

Mr. Russi said that there were two reasons they would get the design concepts complete very soon. First the town will be entering their 2016 budget process soon, and second, there is a LiveWell grant application process they could utilize. He asked that the council consider that in the coming months he would be back to ask them to create a line item for the park project which would use conservation trust funds.

Mr. Russi and the committee felt that with their fundraising efforts, and with a LiveWell grant and the support of the town, construction could begin in March 2016.

Mr. Russi asked the council to consider reserving a line item in the 2016 budget for conservation trust funds in the amount of \$20,000.00.

He also asked the council if they would consider committing some staff time towards the project, and last, he asked if the council would allow the committee to apply for the LiveWell grant, which is due September 1, 2016.

Mr. Russi gave the council an outline of the project and the committee’s mission statement.

**MOTION: Councilor Breslin made a motion to authorize citizen Greg Russi to apply for Livewell, provided the town did not have another prioritized need**

**for the fall grant process. Councilor Riddile seconded the motion and it passed unanimously.**

Mr. Russi said he would come back in October to discuss budget considerations. He said he would need some proof or commitment of the in-kind contribution from the town.

**MOTION: Councilor Leland made a motion to offer in-kind services as a match for the LiveWell Grant. Mayor Gordon seconded the motion and it passed unanimously.**

### **Council Comments**

Councilor Metzger said there had been a problem with electricity going out in Burning Mountain Park during the River Center Spaghetti Dinner, and no one could get into the fuse box. It was finally resolved, but she thought there could be an information sheet provided to special events applicants on who to contact if there are problems. Staff agreed to do that.

Councilor Leland said that POSTR had planned to be at the meeting with a request for funding for the LoVa Trail planning. That has moved to the August 18 council meeting. Councilor Leland said that Dave Cross started Facebook page called New Castle Old Photos and History. Mr. Cross and Steve Rippy have been posting photos and discussing history and characters of New Castle. He asked that everyone 'friend' the page.

Councilor Stuckey said there was an article in the Kappa Sigma fraternity's quarterly newsletter about Will Dubois. Councilor Stuckey said he would see what he could do to have the fraternity to help with the sculpture.

Mayor Gordon said he felt the memorial for Will Dubois was a very important project for the town, and the CU Alumni quarterly had the largest response ever to the article about Will.

Mayor Gordon said that the town staff was great, they worked well together, and great things were happening. He said he was proud of the New Castle staff.

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

The meeting adjourned at 8:38 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Mayor Bob Gordon

  
\_\_\_\_\_  
Town Clerk Melody Harrison, CMC

