

**New Castle Town Council Meeting
Tuesday, January 5, 2016, 5:30 p.m.**

Call to Order

Mayor Gordon called the meeting to order at 5:33 p.m.

Pledge of Allegiance

Roll Call

Present	Councilor Means Councilor Riddile Councilor Metzger Mayor Gordon Councilor Breslin Councilor Leland Councilor Stuckey
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Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Finance Director Lyle Layton, Town Planner Tim Cain, Administrative Assistant Debbie Nichols and Town Engineer Jeff Simonson.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2015-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

Clerk Harrison told the council that staff would like to add an item to the end of the agenda. The item was a support request for the Center for Excellence in Rifle.

MOTION: Councilor Leland made a motion to add the item to the agenda.

Councilor Stuckey seconded the motion and it passed unanimously.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – not present

Consultant Engineer – present for agenda items

Code Enforcement – nothing to report

Items for Consideration

Executive Session

MOTION: Councilor Breslin made a motion at 5:38 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) regarding an employee evaluation of the Finance Director, and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body of any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Mayor Gordon seconded the motion and it passed unanimously.

Executive session concluded.

At the end of the executive session, Mayor Gordon made the following statement:

"The time is now 6:10 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Means, Riddile and Metzger; Mayor Gordon; Councilors Leland, Breslin and Stuckey; Town Administrator Baker and Finance Director Lyle Layton. 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.

Executive Session

Councilor Leland made a motion at 6:11 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) regarding an employee evaluation of the Town Clerk, and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body of any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Mayor Gordon seconded the motion and it passed unanimously.

Executive session concluded.

At the end of the executive session, Mayor Gordon made the following statement:

"The time is now 6:34 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Means, Riddile and Metzger; Mayor Gordon; Councilors Leland, Breslin and Stuckey; Town Administrator Baker and Town Clerk 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.

Executive Session

Councilor Leland made a motion at 6:35 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) regarding an employee evaluation of the Town Administrator, and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body of any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. Mayor Gordon seconded the motion and it passed unanimously.

Executive session concluded.

At the end of the executive session, Mayor Gordon made the following statement:

"The time is now 7:00 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Means, Riddle and Metzger; Mayor Gordon; Councilors Leland, Breslin and Stuckey; and Town Administrator Baker. 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.

Kuersten Property Discussion

- 1. Preliminary Demand Analysis**
- 2. Review of Possible Western Slope Developers**
- 3. Next Steps**
- 4. Infrastructure Site Plan – Jeff Simonson**

Administrator Baker told the council that he and the council would speak with Elisabeth Borden and Kathy Kopp via conference call in regard to the Preliminary Demand Analysis.

Ms. Borden and Ms. Kopp reviewed their report with the council.

Town Engineer Jeff Simonson showed the council three maps with alternatives on how the property could be laid out, taking into consideration the removal of saleable materials, the existing berm and infrastructure needs. He also explained where water and sewer utilities would come into the property.

Mayor Gordon said there would be a meeting the next day with a group who might be interested in a clinic on the property, and there have been discussions with a fitness/rehabilitation company as well. He said Colorado Mountain College would be

welcome to participate, and he thought collaborating with the county might be another opportunity. He hoped people could see the benefits of the project. Mayor Gordon said that although the feasibility study was not promising, the discussions and information gathered by the council seemed to support the project in a more positive way. He also said that the reason the property owners were being so cooperative and patient was because they wanted to see something built on the property that had to do with health.

Administrator Baker said the next step should probably be to address financing. He said the council could meet with Finance Director Layton to discuss options. He also felt meeting with a developer who was in the business, such as Terry Clausen, to say what they felt the options were, given the preliminary demand analysis results. The council felt that Ms. Borden should provide more research. Particularly regarding small group homes.

The council agreed that some local information was needed, and they felt that agencies from the front range may not understand the natural migration of people from up-valley to New Castle. They discussed the senior care needs they understood.

Consider Health & Welfare Grants to Outside Agencies

Administrative Assistant Debbie Nichols reviewed her report and suggestions for grant awards. The council told Assistant Nichols that they appreciated her work on the grants.

MOTION: Councilor Riddile made a motion to approve the grant awards as proposed by Administrative Assistant Nichols. Councilor Means seconded the motion and it passed unanimously.

Draft EIS Summary

Administrator Baker said the environmental impact statement was an issue that Town Planner Tim Cain had been following, and although it did not have a big impact on the town, he felt it was good to be apprised of what was going on in the county.

Planner Cain told the council that the process was normally a five-year process, and they were trying to condense it to two years. Garfield County Commissioners had voted two-to-one to recommend a different proposal than what the BLM was proposing. He believed the county was focusing on the economics of losing the leases. He described the location of the leases in question. Planner Cain also believed that alternative four, which had been identified as the preferred alternative, will ultimately be chosen. He said that the BLM was accepting comments until the end of January. The council asked to see all the alternatives before making a decision on what their comments were. Planner Cain said he would provide them with that information.

April 5, 2016 Election Calendar

Clerk Harrison told the council that she had provided them the candidate's election calendar as well as the clerk's election calendar to keep them informed. The

candidate's calendar showed important deadlines for the candidates, and the other was the deadline calendar for her office. She also said that petitions were available for persons interested in running for a council seat.

Consider Agenda Items for February 2, 2016 Joint Meeting with the Board of County Commissioners

Administrator Baker told the council that they would only have one hour to speak with the Commissioners, and felt that the two items in his memo; the Kuersten Property and CR 335 Annexation, were two important items that council could speak to the county about. The council agreed.

Center for Excellence Request for Support

Administrator Baker said that Finance Director Layton had attended a meeting at the Center for Excellence in regard to nighttime operations. They will host experts from around the country, and needed assistance with meals and lodging expenses for those guests. Director Layton felt that \$500 to \$750 would be affordable, and the money would come from the economic development fund. Administrator Baker said there were several available seats if the council wished to attend. He felt it was a great opportunity to further enhance the council's relationship with the county.

MOTION: Mayor Gordon made a motion to approve a donation amount of \$750.00 to the Center for Excellence. Councilor Breslin seconded the motion and it passed unanimously.

Consent Agenda

Minutes of the December 1, 2015 council meeting
Minutes of the December 15, 2015 council meeting
December Bills of \$536,027.15
Resolution TC-2016-1 – Posting Places
Resolution TC-2016-2 – Waiving Bonds for Employees
Resolution TC-2016-3 – Adopting a Fee Schedule

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

Staff Reports

Town Administrator – Administrator Baker told the council that Larry Dragon had received a request from the Governor's office asking for more information about New Castle's trails, because the town was on the shortlist for grant funding from Colorado the Beautiful. He also said that he and Finance Director Layton had attended an AGNC meeting and learned that there were several opportunities for state tax credits. One was a non-profit development or if new jobs were created, there was a 25% state tax credit for that money if an individual donated funds to the project. Another was incentives for the private, for-profit developer in terms of health care and training incentives for employees. There is also an opportunity for a

developer who redevelops a building that has been vacant for more than two years to receive a 25% state tax credit. This may be something to think about for the Livery Building.

AGNC would also be hosting Doctor Wolke, who is the Executive Director of the Colorado Department of Health & Environment. He will talk about the Clean Power Act and the impacts of the act. Another topic of his discussion will be the impacts of the Affordable Care Act on Colorado. Director Layton will attend that meeting. Councilor Riddile and Mayor Gordon both said they would be interested in finding more about the meeting.

Town Clerk – Clerk Harrison told the council that the liquor license hearing for Chapman’s Pub will be on the February 2 council agenda. Staff had not had much input from the neighbors about the new ownership except that they were tentative because it was cold out, and the noise and activity from the pub was being kept inside. Councilor Metzger asked if the old bar owner was involved in the new ownership. Clerk Harrison said she had been told the old owner had moved to Arizona, and that his involvement was that of landlord. At the beginning of the application process they had listed a young man as their manager who was allegedly the prior owners’ cousin, but he has since been removed from the application.

Clerk Harrison asked the council how their new office was for them and if they needed anything else. She also asked for suggestions for the conference room if they had any ideas because she was going to start furnishing that room as well.

Town Planner – nothing 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

Climate Action Advisory Commission – will be meeting in January

Senior Program – nothing to report

RFTA – nothing to report

AGNC – nothing to report

GCE – Councilor Leland said GCE had a short meeting in December to approve budgets and contracts. He said on February 5, 2016 there would be an all-day transportation workshop that will address bridges, trails and regional transportation.

Council Comments

Councilor Riddile told the council that the Coal Ridge Booster Club sent their thanks for the town’s support, along with some concession coupons for those who wanted them.

Councilor Metzger asked if there was any more information about the Dubois memorial. Councilor Riddile said the board had not met because of the holidays, but he had spoken to John Lee who said the donations were coming in through their website.

Councilor Breslin said that he had heard the former mayor of Glenwood comment that public works was doing a great job removing snow and that Glenwood should do the same.

Councilor Breslin thanked the staff for mulching the apricot tree in Ritter Plaza, and asked if staff would consider having an arborist prune it. Administrator Baker said he would speak to public works

Councilor Breslin said there was an opportunity to get a Windsor Firehouse chair. He told the council a story about the chairs, and said they could contact LaRue Wentz if they were interested.

Councilor Stuckey said that AJ Designs had placed new winter pictures on the town website.

Councilor Stuckey said the contractor had set the trusses for the clubhouse in Lakota, so progress was being made. He thanked public works and Officer Dominguez for their assistance when the truss delivery truck had trouble driving up Clubhouse Drive because of the snow and ice.

Councilor Stuckey said the golf course manager, Mamie, had gone to Arizona, so there would be a new golf course manager.

Mayor Gordon verified that the next council meeting was January 19 at the Community Center, and that the RV Park item would be heard. He asked if all the e-mail comments would be included. Clerk Harrison said they would be part of the packet.

Councilor Means asked if there was a way to streamline the public comment process at the next council meeting since they expected high attendance at the RV Park discussion. Councilor Leland said that the Mayor could instruct the public to keep their remarks brief and to the point. Councilor Riddile suggested limiting comments to three minutes and using a timer.

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

The meeting adjourned at 9:30 p.m.

Respectfully Submitted,



Mayor Bob Gordon


Town Clerk Melody Harrison, CMC