New Castle Special Town Council Meeting
Wednesday, March 2, 2016, 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 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, Finance Director Lyle Layton, Police Chief Tony Pagni, Public Works Director John Wenzel, Town Planner Tim Cain, Utilities Supervisor Daniel Becker, Town Attorney David McConaughy 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-2016-1.

Conflicts of Interest
There were no conflicts of interest.

Agenda Changes
Clerk Harrison told the council that staff wanted to add a Request for Funding from Liberty Academy in the amount of $450.00 for their Civil War Ball. The council agreed.

Citizen Comments on Items not on the Agenda
Dave Schroeder, CAAC Chair. Mr. Schroeder told the council that Climate Action Advisory Commission had started a small library of climate change books that the council and citizens could check out. He invited interested persons to add to the library as well.

Consultant Reports
Consultant Attorney – present for agenda items
Consultant Engineer – present for agenda items
Town Planner – Town Planner Tim Cain told the council that he expected the application for the Senior Housing project in soon. He also said that on the consent agenda was a request to amend the town's IGA with RFTA to extend the completion date for the Park and Ride.

Items for Consideration

Amelia Potvin – Glenwood Springs Elementary Kids Climate Club
Amelia Potvin introduced herself and her students to the council. Spencer Hazelton, Gabe Hazelton and Ian Cole presented their power point regarding carbon fee & dividend to the council. The council discussed climate change with Ms. Potvin and her students. Ms. Potvin described a legislative proposal by the Citizen's Climate Lobby to implement the Carbon Fee & Dividend idea. Councilor Leland told Ms. Potvin that the council would need to see the specific language in the legislative proposal before they could make a decision regarding a resolution to support it. Ms. Potvin said she would get the proposal to them. The council thanked Ms. Potvin and her students for a good presentation.

Larry Dragon – Governor's 16 by 2016 LoVa Trail Update
Larry Dragon, LoVa Trails Group and New Castle resident. Mr. Dragon said that he had received information that LiveWell had grant funding available for planning. Administrator Baker said that was the LiveWell Inspire grants.
Mr. Dragon said that the LoVa Trail had been successful in being listed on the Governor's 16 in 2016 trails program, along with nine other projects on the western slope. He thanked everyone in New Castle for their support and said that the LoVa Trail had more local support than any other project in the state.
Mr. Dragon said that there would be grant funds coming available through a Great Outdoors Colorado (GOCO) grant program called the Connect Initiative. It was his understanding that projects listed on the 16 by 2016 would be more favorably reviewed by GOCO, but the competition would be tough. He said that the town had written a grant to the Parks and Wildlife, State Trails program for a planning grant to plan the section of the LoVa trail from Castle Valley Boulevard, four miles to Canyon Creek. The official award announcement will not come until April, but the town had received word they would be awarded the grant. In addition, Glenwood Springs and the County were working on the extension of the trail from Glenwood to the South Canyon interchange.
Mr. Dragon and the council discussed the details of the different grant processes for the various government entities that would result in funding the completion of the LoVa Trail between Glenwood Springs and New Castle. He said that many of the grants required a match. He felt the town could apply for GFMLD, DOLA and federal monies to meet the match needs. The amount of monies needed to fund the trail was yet unknown because cost estimates had not been done.
Mr. Dragon said he would keep the council updated.

Mr. Greg Russi told the council that he felt that RFTA was the entity that could be the fiscal agent on the LoVa Trail if Garfield County did not want to. He said trails were part of RFTAs mission statement.
Mr. Russi told the council that he wanted to come back to them on March 15 and talk about a walking tour that will occur on March 16. The Built Environment Working Group, which is part of LiveWell, would like to walk the town with the council and others such as CAAC or POSTR who are involved in built environment. RFTA did a study that resulted in a set of priorities for the built environment for the next several years. A trail from New Castle to Glenwood Springs was identified as a major regional priority. Mr. Russi said it was time to also consider smaller, connecting trails. Things in town that connected to the existing trails system, enhanced safety, and increased activity. LiveWell would like the town to prioritize a list of project opportunities. Mr. Russi said this is what would be considered and he looked forward to speaking with them at the next meeting.

Kuersten Property RFP Discussion
Administrator Baker reminded the council that they had directed staff to create an RFP for conceptual plans for the property where the town could be in collaboration with a private sector developer. Engineer Simonson put together the framework for the RFP, and he, Attorney McConaughy, and Engineer Simonson had worked on it together. Administrator Baker said they wanted to ask the council some policy questions to find out if specific information could be included in the RFP.
Administrator Baker asked for confirmation that what the council wanted was an RFP for concept plans or ideas of how the property could be used. He said they had decided on the wellness campus and senior housing and care, with family-supporting jobs that enhanced the other businesses in town. The council agreed.
Attorney McConaughy clarified that the council was not interested in primarily residential uses, and the council agreed they did not want to compete with the existing residential developers.
Administrator Baker referred to his memo, and he reviewed each item in the table with Attorney McConaughy, Engineer Simonson and the council.
It was suggested that it could be included in the RFP that New Castle was in an Enterprise Zone and there could be tax credits. Attorney McConaughy said that the project might qualify for use tax exemption as well.
Administrator Baker reiterated that the RFP would be for proposals only, that no bid award would take place. If there was a proposal the council liked, they could then negotiate a scope of work and budget. All proposals could be rejected as well.
Administrator Baker said they would refine the RFP and put it in the next council packet for the council's review.

Downtown Group Request for Grant Match
Town Planner Tim Cain explained that the Downtown Group had been considering some signage for placement in the downtown in front of historic buildings, a "Walking Museum". The AGNC had a one-to-one grant available. The Group determined they would need approximately $5k, and was asking the town to provide the $2500 match.
Mr. Jerry Touslee provided some photographs of mock-ups of the proposed signs for the museum in the streets. He felt it brought the town's history to life, and

could enhance the economic development ideas of the council. The signs were created to compliment the other signs in town as well as the town website, and could be mounted on buildings or on posts.
Councilor Leland said the project was expandable, and more buildings or locations could be added in the future.
The council felt the idea was a very good one.
MOTION: Council Leland made a motion to approve $2500.00 from the economic development fund as a match for the AGNC grant for the purpose creating and installing museum on the street signs on historic New Castle buildings. Councilor Means seconded the motion and it passed unanimously.

Discussion Regarding Water Treatment Standards
Public Works Director John Wenzel said that he and Utilities Supervisor Daniel Becker were there to summarize a recent event in how the town treats their water. Director Wenzel told the council that the state of Colorado had drastically changed water treatment requirements. The new requirements began December 1, 2015 and the town was in violation of the new standards for 12 days in December. The town's numbers fell below the minimum standard for chlorine contact time. The new treatment requirements changed the way staff needed to operate the water plant. As a result, it took the utilities department a few days to master the new operating style and technique, which caused them to be in violation for those 12 days. Director Wenzel said that the important thing to know that the chlorine contact times were measured at the water plant, but as the water travels through the pipes to the storage tanks, the disinfection process continues. As a matter of regular practice, staff does redundant testing. The redundant tests indicated that there were no disease-causing organisms in the water. The water was not unsafe for consumption at any time. Nonetheless, the state required that the town must report to the consumers that the potential existed for contamination to occur.

Indicating the letter in that packet, Director Wenzel said the state dictated a letter template and did not allow much deviation from that template. He said the violation was a tier two violation, which was minor.
The council asked some specifics regarding the contact times and how the utilities staff had adjusted to accommodate the new regulations. Director Wenzel and Supervisor Becker explained the treatment processes, and what the new regulations were. They also described the calculations used by the state and by the town's engineers to determine contact times.
The council asked why it had taken so long to notify of the violation. Director Wenzel said that the utilities department did all their regular reports and tests and sent those results to the state at the end of the month. It took the state some weeks to review the results, and determine if there was a violation. Time went by without anything from the state, so staff called them, and the state said they had mailed a violation letter. Staff did not receive the notice. Because staff had not received the notice, they did not have the state's instructions on how the situation needed to be handled. Supervisor Becker called the state and asked for an extension since the town had not received the violation notice, and they initially refused the request. A few hours later, the state e-mailed a notice of extension

because there had been a mix-up in their new mail system, and the violation notice had not been sent to the town as they thought they had. Director Wenzel said that there was no danger to the consumers. If there had been a danger, notification would have been immediate.
Ultimately, the consumers had a right to know of the potential of contamination. Administrator Baker told the council that Director Wenzel would complete the notification and get it to clerk Harrison who would arrange for the notice to be sent through the town's third-party mailing service. In additional Clerk Harrison will post the notice in the town's posting boards.
Director Wenzel discussed the solutions with the council as well as what the upgrades to the water treatment plant would do for water treatment in the future. He said that the current solution was to increase the chlorine by a few parts per million, which would be unnoticeable.
Director Wenzel said the utilities staff now understood how to operate the water plant to keep within the new regulations, and that they worked hard to keep good relations with the state.

Consent Agenda
Minutes of the January 19, 2016 council meeting
Minutes of the February 2, 2016 council meeting
Minutes of the February 16, 2016 council meeting
January Bills of $372,589.37
RFTA Request to Extend PNR
Liberty Academy request for donation of $450.00 for the Civil War Ball
MOTION: Councilor Stuckey made a motion to approve the consent agenda. Councilor Riddile seconded the motion and it passed unanimously.

Staff Reports
Town Administrator – Administrator Baker told the council that the community meeting on the Kuersten property was scheduled for March 29, from 6:30 to 8:00 p.m. at New Hope Church. The site was close, and he hoped they could take people there. The meeting was a good way to engage the community. He said there was now an agenda for the trail crew that was coming in May. He said there would be a group ride in the area on May 6, and then there would be a presentation in the evening about better living through trails. He said there would be a meeting with the BLM regarding the letter the council had signed supporting New Castle Trails. The meeting will be on March 22 at 3:00 p.m. He asked if one councilor could come as a representative. Administrator Baker told the council that the oil and gas symposium was scheduled for April 20 and 21.
Police Chief – Chief Pagni told the council he had met with the new owner of Chapman's Pub and had voiced his concerns to her regarding noise. Chief Pagni said he had been through something similar with the Minor's Claim in Silt, which is located right next to the senior center. He said the PD had purchased a new decibel meter that he compared with Ms. Ferguson's decibel meter and they were similar. He said the front door opening caused the meter to spike, and suggested to Ms. Ferguson that she might consider a canopy curtain in front of the front door and over the back patio as well.

Town Clerk – Clerk Harrison said she had created a list of representation made by Ms. Ferguson during the Chapman's Pub liquor hearing, and she has a preliminary approval from Attorney McConaughy. The list will be made a part of the liquor application. She said that notices would be posted the following day for seats whose terms expire in April. Clerk Harrison said the overseas voter ballots had been sent, and that regular voter ballots would go out March 14 or 15. Meet the Candidates night will be March 16. Her office would notify candidates of their first campaign finance reports that would be due March 15. Her office would be appointing and training election judges. Last, she said that there was a regular council meeting scheduled for April 5, the same day as the election, and there would be a discussion item on the next council agenda to consider that conflict.
Town Planner – nothing to report
Public Works Director – nothing to report

Commission Reports
Planning & Zoning Commission nothing to report
Historic Preservation Commission – nothing to report
Economic Advisory Committee - nothing to report
Climate Action Advisory Committee – nothing to report
Senior Program – nothing to report
RFTA – nothing to report
AGNC – Councilor Breslin said that senate bill 097 had been revised and the threshold limit on oil severance funds would be lifted. He suggested that everyone pay attention to the issue with conservation easements that are set up in perpetuity by persons who wish to prevent reasonable development.
GCE – Councilor Leland said the annual contractor expo would be coming up on March 17 at CMC in Glenwood Springs. There had been discussions regarding changing light bulbs in street lights, and Director Wenzel had come for that discussion. He was going to look into new bulbs to reduce light pollution on Castle Valley Boulevard.

Council Comments
Councilor Stuckey asked when street cleaning would be done. Administrator Baker said public works had started street sweeping.
Councilor Leland reminded everyone that the meet the candidates night was on March 16 from 7 to 8:30 p.m. and he asked that the four councilors who are not up for reelection to assist in bringing citizen questions to the mediator, because staff could not.
Councilor Breslin said he thought he had spoken too soon when he told Dave Schroeder that he thought the Seven Theories of Climate Change were on the website. He said he had sent it around previously. Councilor Stuckey said the opposite opinion should also be posted and he honestly felt that it was something the council should not be involved in. Councilor Breslin said he would go along with that, but that he intended to send the Seven Theories to Dave Schroeder.
Councilor Breslin asked if the apricot tree in Ritter Plaza could be trimmed this year, and Administrator Baker said he would have public works look into it.
Councilor Metzger asked Administrator Baker about the tree lighting and chili cook off for 2016. Administrator Baker said the Chili Cook-Off and Tree Lighting were

scheduled for different days because they were trying to coordinate with the Chamber craft show, and it seemed to be too much to have all three events in the same day.
Councilor Metzger asked about the two New Castle kids who had been in the newspaper. Councilor Leland said he had written an article in the quarterly newsletter about them.
Councilor Metzger asked when the town would know about GoCo sports park grant, and Administrator Baker said it would be a few more weeks before they announced awards.
Councilor Metzger asked about Larry McDonald. Administrator Baker said that he had been struggling with some health issues and would likely retire at the end of the year.
Councilor Metzger told everyone to go look at the clubhouse because it was looking great.
Councilor Means asked where the town stood on lighting for the pedestrian bridge. Administrator Baker said the bridge lighting had not been funded
Stuckey heard warrior had hired a golf pro and that the course may be opening the back nine next week

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

The meeting adjourned at 9:35 p.m.

Respectfully submitted,

_____
Mayor Bob Gordon

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Town Clerk Melody Harrison, CMC

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SEAL
COUNTY
COLORADO