

**Castle Town Council Meeting
Tuesday, November 1, 2016, 7:00 p.m.**

Call to Order

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

Pledge of Allegiance

Roll Call

Present	Councilor Mary Metzger Councilor Scott Owens Councilor Grady Hazelton Mayor Art Riddile Councilor Greg Russi Councilor Graham Riddile
Absent	Councilor Bruce Leland

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Finance Director Lyle Layton, Accounting Assistant Debbie Guccini and Police Chief Tony Pagni. Town Attorney David McConaughy arrived at 9:10 p.m.

Town Clerk Melody Harrison told the council that Councilor Leland had requested that his absence be excused.

MOTION: Mayor A Riddile made a motion to excuse Councilor Leland's absence. Councilor Metzger seconded the motion and it passed unanimously.

Meeting Notice

Clerk 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 Fire Chief Rob Jones would attend the November 15 council meeting.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – not present

Consultant Engineer – not present

Items for Consideration

Odd Fellows Building Easement Request

Town Planner Tim Cain introduced Dr. Loren Roper and Raul Morales, owners of the Odd Fellows building located at 500 W Main Street. He said that they had submitted an exterior renovation plan for the building. Because the building was historic, the application had been to the Historic Preservation Commission (HPC) and was approved unanimously.

The application included four additional windows on the east side of the building that would provide natural light to the four dental exam areas. The HPC discussed the need for an easement along the east side of the building where the windows would be installed. The additional windows on the Odd Fellows building would require as much as a ten-foot separation between that building and any future expansion of the town hall building. The request was for a five-foot easement. Planner Cain said that the HPC and staff recommended approval of the easement request.

Raul Morales greeted the council. He showed the council architectural renderings of the proposed windows, and described the requirement for a five-foot fire separation easement. He also said that if the town decide to expand the town hall building to the western property line, the west wall would have to be without openings, or a ten-foot easement would be necessary to meet fire code.

Mr. Morales said that the windows were not something that would prohibit them from opening their business, but that it would improve the ambiance inside.

The council discussed the issue at length with the applicant. They agreed that the town attorney should draft a five-year easement agreement between Dr. Roper and Mr. Morales, and the Town of New Castle. The agreement would be provided to all parties for review prior to approval at a future council meeting.

The council thanked Dr. Roper and Mr. Morales, and complimented them on the work they were doing on the Odd Fellows Building.

Update: CDOT 2025 – Castle Valley Boulevard and Highway 6&24 Roundabout

Administrator Baker told the council that one of the reasons for the update was because he and several staff members had met with CDOT about the interchange project for which they would be submitting a proposal. The fifteen million dollar proposal included traffic lights at the top of the ramps, and an additional three-million dollars for the roundabout. The cost for the roundabout appeared to be an expense CDOT was assigning to the town, although it has previously not been a town expense.

Town Engineer Jeff Simonson said that CDOT was proposing that the town collaborate with them on the project. The 2025 project included signals at the top of the ramps, lengthening of all four on/off ramps to meet current American Association of State Highway and Transportation Officials (AASHTO) and Federal Highway Administration (FHWA) standards, and widening of the bridge to add a third lane. The three items represented the bulk of the fifteen million dollar cost. The ultimate 2040 project included four roundabouts: one at each of the on/off ramp locations, one at Castle Valley Boulevard and Highway 6, and one at Castle Valley Boulevard and Walters Lane.

Engineer Simonson showed the council a PowerPoint presentation that included drawings of the 2025 and 2040 proposals. He described the specific areas where the improvements would be located, and how the improvements would benefit the town. Engineer Simonson said that CDOT felt that the New Castle Interchange Project was the number one project for Region 3 for Senate Bill 228 funding. The town collaborating with CDOT on the project improved CDOT's chance of receiving grant funds.

The council discussed the need for interchange improvements due to the traffic issues at peak commute times in the morning and evening. They also discussed the value of traffic lights as compared to roundabouts, pedestrian safety and trails. The council felt that the fact that New Castle's interchange was prioritized by CDOT was important.

Engineer Simonson told the council he would keep them updated on the progress of the grant process.

Garfield Clean Energy Update

Erica Sparhawk, Program Director of Clean Energy Economy for the Region (CLEER). Ms. Sparhawk greeted the council. She told the council that CLEER was the entity that implemented programs and services for Garfield Clean Energy (GCE.)

Ms. Sparhawk said that New Castle was one of the founding members of GCE, and she thanked the council for their continued support and membership.

Ms. Sparhawk reviewed the details of the update memo in the packet. She noted that they were working with Xcel Energy on a detailed energy plan for the county. She said they had toured the county with Fiona Arnold, Director of the Office of Economic Development & International Trade (OEDIT), as well as Representative Bob Rankin, Councilor Bruce Leland and Keith Lambert of Rifle. Ms. Arnold was impressed with the cooperative nature of everyone in Garfield County and said that there was no similar collaboration anywhere else in the state. A follow-up meeting was scheduled in Denver with the director of DOLA, the Colorado Energy Office and Representative Bob Rankin to discuss how to obtain funding for GCE's projects.

Ms. Sparhawk also said that they were compiling information from local studies on other energy sources and their feasibility in Garfield County.

Ms. Sparhawk reviewed the Energy Navigator program for New Castle, and complimented staff for their continued efforts to reduce energy use at the wastewater plant. She also told the council that they intended to do a campaign in New Castle for the Colorado Affordable Residential Energy Program to assist

homeowners with energy upgrades. Ms. Sparhawk also spoke about the contractor expo and the solar programs implemented since 2008. Last, Ms. Sparhawk briefly reviewed the GCE budget for 2015. The council thanked Ms. Sparhawk, GCE and CLEER for the good work they do in Garfield County.

New Castle Trails & Roaring Fork Mountain Bike Association Update: BLM and In-Town Trails and Bike Park Work

Mike Pritchard, Director Roaring Fork Mountain Bike Association. Mr. Pritchard gave a PowerPoint presentation that showed the New Castle trails. He updated the council on the progress made on legalizing the social trails in the BLM, and he showed mapping that indicated the plans to create access to the BLM trails. Mr. Pritchard and the council discussed the trails successes in New Castle that included the new pump track at VIX Park, as well as trails just outside New Castle. He felt that the BLM Trails should be ready to use and advertise in the spring of 2017. Mr. Pritchard thanked the council for their continued support.

Consent Agenda

Minutes of the October 18, 2016 meeting

October Bills of \$682,928.03

New Castle Liquors Retail Liquor Store License Renewal

New Castle Liquors Tasting Permit Renewal

Stop & Save 3.2% Beer Liquor License Renewal

CRHS Booster Club Sponsorship Renewal

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

Staff Reports

Town Administrator – reported during committee meeting.

Town Clerk – Clerk Harrison told the council that she would not be at the next council meeting because she and Mindy Andis would be at the clerk's conference, and that Administrative Assistant Darlene Harrison would attend the council meeting.

Town Planner – not present

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – Councilor Metzger said that the commission felt it would be best if they met with the council before moving ahead with the comprehensive plan, and that the joint meeting would take place in January, 2017. Administrator Baker said he would confirm the date.

Historic Preservation Commission – nothing to report

Climate Action Advisory Committee – nothing to report

Senior Program – Councilor Metzger said that there had been a special meeting the previous Friday to encourage the Parachute town manager to sign the agreement, but he did not show up.

RFTA – nothing to report

AGNC – nothing to report

GCE – nothing to report

Council Comments

Councilor Metzger said she was having problems with a lot of junk e-mail on her tablet. Clerk Harrison said she could take care of it.

Councilor Metzger asked if the town had sent thank you to Mr. Sallee. Administrator Baker said that the deal was not yet complete, but a thank you for support could be sent.

Councilor Metzger said she was aware of a high-end RV dealership that was interested in opening in New Castle, perhaps on Bruce Road.

Councilor Metzger asked if anyone had been to the Lakota Clubhouse, and Mayor A Riddile and Administrator Baker said that it was progressing.

Administrator Baker told the council that he had received a call from a person who was interested in developing the Kuersten property. Because the gravel materials needed to be removed, a mining permit was necessary. The developer wanted to annex the property prior to mining the gravel, and Administrator Baker said he wanted to understand how the council felt about annexing land without a development agreement. Attorney McConaughy and Administrator Baker spoke at length with the council about the annexation process, and the potential problems of annexation without a development plan. Attorney McConaughy said he felt he could write an annexation agreement that outlined zoning and the other needs of the town in a generalized guideline if the council were comfortable with it. Engineer Simonson and Attorney McConaughy said they had a lot of experience with gravel pits. After further discussion, the council agreed they were open to the idea, but that there would likely be significant guidelines to protect the town. Administrator Baker said he would keep the council informed.

MOTION: Councilor G Riddile made a motion at 9:35 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) 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. Councilor Owens seconded the motion and it passed unanimously.

Executive session concluded.

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

"The time is now 9:56 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Metzger, Owens and Hazelton;

Mayor A Riddile; Councilors Russi and G Riddile; Town Administrator Baker, Town Clerk Harrison, Police Chief Tony Pagni and Town Attorney McConaughy. 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.

Council Comments

Councilor Metzger told the council that Steve Craven and Hilltop were moving forward.

Councilor Owens said that he was interested in discussing security cameras parks such as Liberty Park and HotShot Park.

Councilor Hazelton said he had toured the town with public works, and suggested that everyone tour if they could.

Councilor Russi said that he thought the council should consider resurrecting the discussion of the town entryway project.

Mayor A Riddile told the council that he would be on vacation. He asked Councilor G Riddile to cover the EAB meeting on Thursday.

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

The meeting adjourned at 9:59 p.m.

Respectfully submitted,



Mayor Art Riddile


Town Clerk Melody Harrison, CMC