

**New Castle Town Council Meeting
Tuesday, February 21, 2017, 7:00 p.m.**

Call to Order

Mayor A Riddile called the meeting to order at 7:02 p.m.

Pledge of Allegiance

Roll Call

Present Councilor Mary Metzger
 Councilor Scott Owens
 Councilor Grady Hazelton
 Mayor Art Riddile
 Councilor Greg Russi
 Councilor Bruce Leland
 Councilor Graham Riddile (left at 7:42 p.m.)

Also present at the meeting were Town Administrator Tom Baker, Town Clerk Melody Harrison, Public Works Director John Wenzel, Administrative Assistant Debbie Nichols, Town Attorney David McConaughy and members of the public.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2017-1.

Conflicts of Interest

There were no conflicts of interest.

Councilor G Riddile told the council that he needed to leave early. The council agreed.

Agenda Changes

Clerk Harrison told the council that staff wanted to move the Discussion on Creating Incentives for Town Businesses to the beginning of the meeting because Councilor G Riddile needed to leave early. She also said that staff wanted to move the Arbor Day proclamation to the consent agenda because it was an annual proclamation that did not require discussion. The council agreed.

Citizen Comments on Items not on the Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – present for agenda items

Consultant Engineer – not present

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Items for Consideration

Discussion: Creating Incentives for Town Businesses

Town Administrator Tom Baker said he and Councilor G Riddile discussed how it the town had provided incentives for businesses coming in to town, but there were not many incentives for the businesses that were already in town. Many of those owners had made significant investments in their businesses, and Administrator Baker thought there could be a way to provide incentives for those already in town. Councilor G Riddile said that although the town would not have a lot of money available, it may be that a little help could make a difference. He felt that the businesses should be the ones to determine what would constitute an incentive because their needs were likely to be very different. He also thought that providing small incentives may stimulate other businesses to want to make positive changes as well. The council and Administrator Baker discussed the possible incentives the town could provide as well as others available from county, state and federal agencies. The council agreed that a committee, perhaps consisting of business owners, staff and chamber, would be appropriate to interview business owners to understand what they saw as an incentive that would work for them. They also discussed the opportunity with the upcoming comprehensive plan revisions to consider what zoning changes could work to assist or incentivize existing businesses.

Town Attorney David McConaughy said that if the council wanted to consider a mini-grant program, they could have the chamber administer it to avoid bureaucracy and to give the chamber more exposure and perhaps memberships.

Administrator Baker said he would invite several groups and businesses to attend the next council meeting to collaborate with the council.

Consider Letter of Interest from Jeff Ellis for Open Seat on the Planning & Zoning Commission

Mayor A Riddile greeted Mr. Jeff Ellis. Mr. Ellis told the council that he was happy to have the opportunity to be on P&Z. He said his architectural experience was primarily residential with some little commercial.

Councilor Owens asked what Mr. Ellis felt the 'right direction' meant as he stated it in his letter of interest. Mr. Ellis said that he was a downtown business owner, and he had a vested interest in seeing the downtown growth become such that there was foot traffic that would support the businesses. Mayor A Riddile asked if Mr. Ellis felt there could be a conflict of interest, and Mr. Ellis said he did not know. Administrator Baker said there were mechanisms to handle conflicts. Mr. Ellis said that recusing himself would not be a problem.

MOTION: Councilor Russi made a motion to appoint Jeff Ellis to the open seat on the Planning & Zoning Commission. Councilor Metzger seconded the motion and it passed unanimously.

Discussion: Noreen Nolan Fundraising Event Liquor License

Clerk Harrison told the council that Noreen wanted to hold a Community Market fundraising event in the Community Center on May 6, 2017. There would be

appetizers from the local restaurants as well as volunteer cooks. Ms. Nolan was interested in obtaining a special event liquor license to serve beer and wine. Clerk Harrison said that the Community Market was in the process of obtaining their 501-c3 designation from the IRS. The special event liquor license application needed to be submitted by the end of March, 2017, to meet state guidelines. If the 501-c3 designation for the community market had not been received, Ms. Nolan would not be eligible for the liquor license. Clerk Harrison said that Ms. Nolan was requesting that the town council consider obtaining the special event liquor license on behalf of the community market as a contingency plan.

Ms. Nolan greeted the council. She said that the purpose of the fundraiser was so the Community Market could purchase new tents because several had been damaged from inclement weather in 2016.

Ms. Nolan said that there were several restaurants in town that were assisting the event by donating appetizers, and one liquor store would donate alcohol. She said that the Leonard Curry Band would be playing music, and she was considering doing a contest and prize for the best hat because that day will also be the Kentucky Derby. There would also be some door prizes.

The council agreed to be the license holder for the event if needed, and also to waive the community center rental fees. The council thanked Ms. Nolan for being such a wonderful asset to New Castle.

Discussion: Council Roles for Founders Day

Administrative Assistant Debbie Nichols told the council that William Ganley was a brick mason, so she created centerpieces for the Founders Day tables that included mini-bricks. Mrs. Ellen Ganley organized the town reading club, and old books would also be used on the tables. Administrator Baker felt that someone should explain the meaning behind the table decorations during the event.

Ms. Nichols and the council discussed who would be attending the event and decided which councilors would introduce the guests.

MOTION: Councilor Leland made a motion at 7:54 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 8:14 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 Leland and G Riddile; Town Clerk Harrison, Public Works Director John Wenzel, Town Administrator Baker 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.

Consent Agenda

Minutes of the February 7, 2017 council meeting

CVR Indemnification Agreement

Arbor Day Proclamation

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

Staff Reports

Town Administrator – Administrator Baker told the council that staff and the Lions Club had agreed to move the Hogback Hustle to September for Burning Mountain Festival, and everyone felt it was a good idea. If the event did not work as well as planned, it could be moved back to July. Administrator Baker said that Ryan Welch & Adam Cornely had invested in an HD projector and a screen, which they used for the Trails Movie Night. Another event, “Date Night”, was being planned for May 5, 2017. It would be an opportunity for parents to drop their children off at the Community Center for a few hours at a reasonable cost. Administrator Baker said he had spoken with Steve Anthony with Rocky Mountain Youth Corps, and there would be two five-person teams to work on trails two weeks in June and two weeks in July. He said they will meet with the county commissioners to confirm the dates. Administrator Baker said he and Public Works Director Wenzel had spoken with Town Water Attorney Mike Sawyer and Town Water Engineer Tom Zancanella about the wells that are used to irrigate Coal Ridge Park. The State of Colorado has said that the wells were inadequate and would need to be capped by March 9. Town will need to drill a compliant well, but it would cost as much as \$15k. The capping will be certified by a drilling company. Director Wenzel explained that they were not actual wells, they were infiltration galleries that were constructed in the 1980’s. The town had been irrigating the park from them for years. Staff discovered they were not certified, and attempted to have them certified which was when the state determined them inadequate. Administrator Baker said that the utility fund had a healthy reserve balance and funding for the new well could come from there. He told the council staff would keep them updated on progress. Administrator Baker said he had met with Russell Talbot regarding the New Hope Church lease. Because the sports park would be built in 2017, the town declined to renew the church park lease. Mr. Talbot said that the church wanted to be part of the community, and they wanted the park to be used, so they offered to allow the town to use and program the park without any fee as long as the town continued to provide raw water and maintenance. Administrator Baker said that if the council was amenable, he would bring a lease back for the council to consider. Administrator Baker said there had been a meeting with CDOT and RFTA about the New Castle Park and Ride, and the Grand Avenue bridge improvements. The pedestrian bridge would be open in late March, and the elevator

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building would be open in late June. Girders were being installed, and paving of Midland Avenue would take place very soon. August 14, 2017 was the target date to begin the detour, and it would last 95 working days, excluding weather or other delays. It is expected that the bridge would open in late November with two lanes, and 30 days later all four lanes will be open.

Administrator Baker said that Midland Avenue could accommodate approximately 20 percent fewer vehicles daily than the bridge, so RFTA was considering temporary park and rides in Rifle and Silt. In New Castle, they had spoken to Rue Balcomb, and were considering a temporary park and ride in the City Market parking lot. They intend to paint diagonal parking spaces along the south edge where there is a lot of room, perhaps fifty spaces. The concern is that there are not crosswalks at the Highway 6 and Castle Valley Boulevard intersection. Administrator Baker said that Town Engineer Jeff Simonson had submitted designs for crosswalks to CDOT, and the cost was approximately \$20k. Staff would be speaking with CDOT and RFTA to see if they both would partner with the town to get the crosswalks installed.

Administrator Baker said staff had also spoken to Zane Znamenacek, with CDOT Traffic, about a lane diet. He said they were enthusiastic to understand that the town was interested in a lane diets and bike lanes.

Town Clerk – Clerk Harrison told the council that the picnic basket on the dais was for the council from the River Center. Also the small red Christmas package was from Bronwyn Rittner, and she apologized for it being late as she was out of town.

Mayor A Riddile read the cards from the River Center and Ms. Rittner.

Clerk Harrison told the council that the computer in her office has crashed and that she was working on a laptop and was not receiving e-mail. She asked the council to please call her if they did not receive a timely response. She told the council that she had been working with the Ganley Family on the power point for Founders Day. Last, Clerk Harrison said that she and Administrator Baker had been speaking to Jeff Ellis and Molly Mogavero because they were interested in reopening their restaurant. The ladies that owned Burning Mountain Bakery were interested in keeping their bakery in New Castle as well, so staff was looking at possibilities.

Regarding Chapman's Pub, Clerk Harrison told the council that the liquor license for the establishment was not currently transferrable which effectively eliminated the business venture, and she was uncertain how the owners would continue to market the property. She said that a man had been in contact with her office trying to figure out a way he could continue the business, but because the liquor license was not transferrable there was not a way. It would have to be a new license process.

Mayor A Riddile thanked the staff for their brainstorming efforts to improve the town economics.

Town Planner – not present

Public Works Director – gave his update during committee

Commission Reports

Planning & Zoning Commission – nothing to report

Historic Preservation Commission – nothing to report

Climate Action Advisory Committee – nothing to report

Senior Program – nothing to report

RFTA – Mayor A Riddile said RFTA was working with the access control plan. New Castle was not a constituent member, therefore could not vote on it. Attorney

McConaughy said he believed that New Castle should have a right to vote, and would look in to it.

AGNC – Mayor A Riddile said he attended the meeting in Fruita. In attendance was the seven county Idaho-Utah Coalition to do cooperative regional planning and economic opportunity efficiencies. There was also a discussion about the need for housing and the region’s aging population.

GCE – Councilor Leland attended the 4th Xcel Partners meeting. They were producing a final Garfield County Energy Plan. He said that he would share it when the revisions were complete. The good outcome was that the four energy providers in the county; Xcel, Holy Cross, Glenwood Energy and Black Hills Gas, had never spoken to one another, and the meeting gave them the opportunity connect. Councilor Leland said there was a very big commitment from Xcel to renewable energy.

BEWG – Councilor Russi said that the Built Environment Working Group was part of LiveWell and was funded each year. In 2017, \$40k was available to distribute amongst six or seven jurisdictions. There were three criteria for receiving funds: they were to review the needs assessment and mark off anything that had been completed; to add things to the assessment that need to be done; and to submit a one-paragraph narrative about the needs. Councilor Russi said that because Parachute and Silt were not participating, there was opportunity to receive additional funds. Administrator Baker said he would submit the needed information to Dana Wood.

Council Comments

Councilor Russi said he would attend a 16 by 16 meeting the following day. He said that the governor had said that trails would take a person from Denver to Glenwood Springs, and Councilor Russi said that New Castle seemed to be an afterthought to Glenwood. He said that it was important to complete the trail through South Canyon, and he showed the council on a map the three alternate routes laid out by Engineer Simonson. Councilor Russi said that he was considering May 4, 2017 for the first meeting for citizens as required by the grant application. The second meeting would include stakeholders such as RFTA, CDOT and the county, state trails, and other agencies, probably on May 11, 2017. Councilor Russi said they should be shovel-ready after the public process.

Councilor Metzger asked if there had been any progress at Rosie Ferrin’s building. Administrator Baker said that they were still trying to get the fire department into the building.

Councilor Hazelton said that he had recently spoken to Rosie, and she had great things to say about Administrator Baker.

Councilor Metzger said on 9 News there had been a story about Blessing Boxes, and it was a great story. She felt that we could somehow get the River Center on 9 News for all the great things they do for the community

Mayor A Riddile said that Kara Warby had interviewed the River Center Totes of Hope volunteers and was going to write an article for the Post Independent. He thought that could be passed on to 9 News.

Councilor Metzger asked about the vehicle tax. Administrator Baker said that at the last council meeting he had been authorized to form a community group who would discuss the tax and make a recommendation to the council. He had spoken with Lee Price who would be the point person, and they were pursuing the issue.

Councilor Metzger asked what was happening with the bike café, and Administrator Baker said the discussion were at a standstill.

Councilor Metzger asked if there had been any word on the Beckley property and Administrator Baker said there had not been any word.

Councilor Metzger said she had been in Sopris Lighting in Glenwood and they told her their business had been great because of the building going on in New Castle.

Councilor Owens said that he would miss the March 21 council meeting because he would be at Disneyland in Anaheim.

Councilor Hazelton said he was thinking about issues around the county, and felt that the council and staff should be very proud of themselves because they maintained a high level of decorum.

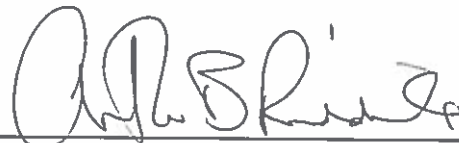
Mayor A Riddile said there was an impact grant available for municipalities who did not have marijuana, and he felt that would be something for New Castle to consider.

Mayor A Riddile also said that there was a GoCo trail grant the town could consider.

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

The meeting adjourned at 9:12 p.m.

Respectfully submitted,



Mayor Art Riddile



Town Clerk Melody Harrison, CMC

