

**New Castle Town Council Meeting
Tuesday, March 20, 2018, 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 Metzger Councilor Owens Mayor A Riddile Councilor Russi Councilor Leland Councilor G Riddile
Absent	Councilor Hazelton

Also present at the meeting were Public Works Director John Wenzel, Town Clerk Melody Harrison, Town Planner Tim Cain, Building Inspector Dave Reynolds and Assistant Town Attorney Haley Carmer.

MOTION: Mayor A Riddile made a motion to approve Councilor Hazelton's absence. Councilor G Riddile seconded the motion and it passed unanimously.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2018-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

There were no agenda changes.

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

Items for Consideration

Proclamation Honoring Duane Guettler

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Mayor A Riddile greeted Ms. Anne Guettler and her family, thanked her for coming and expressed sadness of the loss of her husband. He read the proclamation honoring Duane Guettler into the record.

Consider Lease Agreement Between Rustic Furniture Designs, LLC; Me and My House Cottage Furniture, LLC and the Town of New Castle for Property Located at 677 W. Main Street

Assistant Town Attorney Haley Carmer told the council that she, Public Works Director John Wenzel and Clerk Harrison had met with the potential tenants and reviewed the lease agreement. She said that the revisions in the agreement were those requested by the town council at the last meeting, and some were from the tenant. Attorney Carmer reviewed the changes with the council. The council agreed with the revisions and included two additional provisions; 1. a second year of automatic renewal of the lease; 2. that the tenant would have the first option to purchase the property.

MOTION: Councilor Russi made a motion to approve the lease agreement with the revisions, including an additional year on the automatic renewal and providing the tenant the first option to purchase the property. Mayor A Riddile seconded the motion and it passed with Councilor Metzger voting no.

Consider Ordinance TC-2018-2, An Ordinance of the New Castle Town Council Approving a Major Amendment to the Lakota Ridge Senior Apartments, LLP's PUD Development Plan (first reading)

Town Planner Tim Cain described the application to the town council, explaining how CRHDC had made changes to the project without notifying the town, and then delayed in submitting in a timely manner causing delays in the public hearing. He noted that although the process had been difficult, he felt that the end product was likely better than the original proposal. He noted that the town had made significant investment into the project through fee waivers and other concessions, and it was disappointing that the applicant failed to notify the town that there were changes made to the project. Both Inspector Reynolds and Planner Cain said that CRHDC had been notified that until the changes were approved by the town they were proceeding at their own risk if they continued construction.

Nonetheless, Planner Cain said that staff recommended approval provided the conditions in the staff report were met.

Building Inspector Dave Reynolds explained to the council how the P&Z meetings and workshop had gone with CRHDC, describing various aspects of the project, how they had initially been presented, the proposed changes and the results of the meeting and workshop with CRHDC.

Mr. JV De Sousa greeted the council and explained why some of the changes had been made to the project, noting that funding was secured in 2016, and the bids on the project that came in in 2017 were much higher than expected. He said that they were unable to obtain additional funding to meet the high bids, so features of the project had to be eliminated to fit within the budget.

The council voiced their concern and frustration that CRHDC had not been forthright with them, and only chose to address the issues after the inspector noticed the project was not being built according to the original design and plans. The council felt

that they had been good partners in the project and that a lot of staff time had been invested.

Inspector Reynolds said that he felt that the plan as it was proposed was appropriate, particularly since the Lakota design review committee was involved. He described some of the changes and explained how the changes were mitigated during the workshop.

Assistant Town Attorney Haley Carmer said that the staff conditions were included in the ordinance.

MOTION: Mayor A Riddile made a motion to approve Ordinance TC 2018-2, An Ordinance of the New Castle Town Council Approving a Major Amendment to the Lakota Ridge Senior Apartments, LLP's PUD Development Plan on first reading. Councilor Leland seconded the motion and it passed on a roll-call vote: Councilor Metzger: yes; Councilor G Riddile: yes; Councilor Owens: no; Mayor A Riddile: yes; Councilor Leland: yes; Councilor Russi: no.

Health & Wellness Committee

Councilor Leland said that the Health & Wellness Committee had met that day and many ideas were explored. A staff survey had been conducted and Councilor Leland explained that the results were wide-ranging, and included a reimbursement program for up to \$200.00 per year for things such as ski passes, race entry fees, dance or cooking classes and more. Director Wenzel said that when he worked for the Town of Basalt they had done a reimbursement program, and not only was the program good for health & wellness of the employees, but it was also good for employee retention. The council discussed the beneficial aspects of a wellness plan for the staff, and ideas about how reimbursements would be approved or considered. The council said that it sounded like the committee was making good progress.

Consider Purchase of Shipping Container for Storage

Clerk Harrison said that because the council had accepted a lease agreement for the Kamm building, the documents that had been stored in the building would need to be moved. Previously, staff had thought a shed could be purchased, but a shipping container would be more secure, and also more fire-resistive. Inspector Reynolds said that he had researched and purchased a shipping container for his church. The containers were available in twenty and forty-foot lengths, and although they were not pretty, they were secure and generally power-washed before they were delivered to the site. Once they were delivered, they could be painted and shelved to utilize space. Director Wenzel said that the public works compound could easily accommodate the container. The staff and the council agreed that purchasing a container was more effective than leasing, and although a forty-foot container seemed more than what was needed, a twenty-foot container was only a few hundred dollars less and not a good value.

Clerk Harrison said that Administrator Baker felt the container could be purchased out of the Economic Development line item, and since the lease payments from the Kamm building would go into Economic Development, the container would be paid for in about six months.

MOTION: Mayor A Riddile made a motion to authorize staff to purchase a shipping container, not to exceed \$4,070.00. Councilor Leland seconded the motion and it passed unanimously

Discussion: Town Administrator Hiring Process

Mayor A Riddile said he wanted to review the hiring process with the council to see if there were any questions about the dates or methodology and interview process. Clerk Harrison said she thought that one question was regarding the April 3 date for council interviews, because April 3 was Election Day. After a brief discussion, the council decided that the April 3 meeting would be cancelled, and that a special meeting would be called to conduct council interviews. The council briefly discussed with staff how interviews had been done in 2012. The council agreed that Councilors Leland and Owens would compile the interview questions from the council. They also discussed the value of holding a community reception for the citizens to meet the applicants, but felt that for internal applicants it was not necessary.

Consider Motion to Cancel the April 3, 2018 Council Meeting

MOTION: Councilor G Riddile made a motion to cancel the April 3, 2018 council meeting. Councilor Owens seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Acting Town Administrator John Wenzel told the council he was working on the second phase of Bear Dance Park which would include an enclosure for restroom, cedar shade structures for concrete pads and additional playground equipment. He said that his department would pour concrete as part of in-kind work. Director Wenzel said that Parks Manager Jared Stueber had met with Alpine Bank, Ross Talbot and Pepsi regarding sponsorships for the Dirty Hog Dash. Last, he said that they were considering several people for the seasonal parks positions.
Town Clerk – Clerk Harrison said that training for the election judges had happened earlier in the day. She also said that ballots had been mailed the previous week.
Town Planner – nothing to report
Public Works Director – nothing to report

Commission Reports

Planning & Zoning Commission – nothing to report
Historic Preservation Commission – Councilor Metzger said that HPC was interested in obtaining grant funds to make improvements to the museum. She also said that the Chair, Virginia Erickson would be moving to Parachute, but she did not know when. Mayor A Riddile said that it would be several years.
Climate Action Advisory Committee – nothing to report
Senior Program – Councilor Metzger said that Senior Programs would be meeting in the new conference space at the community center, but she felt it might be not be large enough.
RFTA – Mayor A Riddile said next RFTA meeting will be Thursday April 12 and he would be out of town, and Councilor Russi would no longer be on the board, and he asked if anyone else would be able to attend.

AGNC – nothing to report

GCE – Councilor Russi said that GCE had met and saw an interesting presentation on electric vehicles. He felt that the town should consider building an additional charging station.

BEWG – Councilor Russi said that BEWG had secured a \$10,000 grant for Liberty Classical Academy playground.

EAB – nothing to report

Council Comments

Councilor Metzger asked what was happening with electronic sign. Director Wenzel said it was being moved as had been previously discussed.

Councilor Metzger said the senior housing project seemed to have materials spread all around, and she asked if something could be done to clean it up. Inspector Reynolds said CRHDC was leasing the neighboring property from school board specifically to store materials because that was more cost effective than removing the dirt to an off-site location and then moving the materials back.

Councilor Metzger said that the dental office had construction materials on their property, next to the park and it looked messy. She asked if they could be moved.

Councilor Metzger said that Adam Cornely and his wife had worked on the trails near Wagon Wheel, and the activity attracted all the children in the neighborhood. It seemed everyone had a great time and it looked fantastic.

Councilor Leland said that the town Spellebration team was the Wesley Crushers, and he encouraged the council to cheer on the team at the event.

Councilor Leland said he had met with City Market and the Chamber about the public kiosk, and they had identified a location. He said he had also spoken to Director Wenzel about constructing it.

Councilor Leland told the council that the Valley View Health Fair would be on April 7.

Councilor Russi said he had been on a group that was meeting with a potential applicant for a ten-acre multi-use development on the Craven property. Councilor Russi said that someone would need to take over for him on that group because it was his last council meeting.

Councilor Russi said that LoVa had received the \$75k from GoCo for trails planning for the Canyon Creek stretch, and LoVa now had more money than they could use. He said they had reevaluated the scope of work and approached GoCo to allow them to change the original scope to include items that he previously been eliminated.

Mayor A Riddile said the Elk Creek Elementary school fundraiser had gone well, and he thanked those who attended.

Mayor A Riddile said candidate night turned out well.

Mayor A Riddile thanked Councilor Owens for attending the Garfield County Economic meeting for him.

Mayor A Riddile said that the new Chamber office would open on April 2, 2018.

Mayor A Riddile said there would be an electric bike demonstration at the Lakota recreation center on April 5.

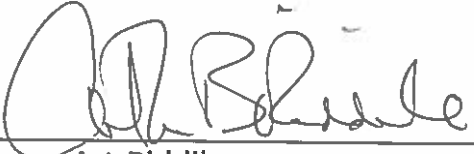
Mayor A Riddile said that Town Administrator Tom Baker was doing well.

Mayor A Riddile thanked Councilor Russi for his long service on the town council.

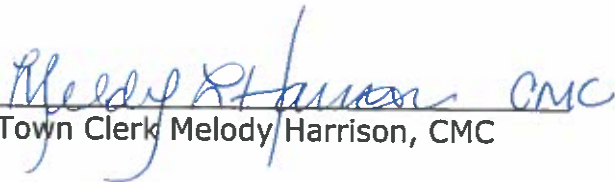
MOTION: Councilor Metzger made a motion to adjourn. Councilor G Riddile seconded the motion and it passed unanimously.

The meeting adjourned at 9:23 p.m.

Respectfully submitted,



Mayor Art Riddile



Town Clerk Melody Harrison, CMC

