

New Castle Town Council Meeting
Tuesday, April 2, 2019, 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 Mariscal
 Councilor Owens
 Councilor Hazelton
 Mayor A Riddile
 Councilor Copeland
 Councilor Leland
 Councilor G Riddile

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Town Planner Paul Smith and Town Treasurer Loni Burk.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC 2019-1.

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 – not present.

Consultant Engineer – not present.

Items for Consideration

Update: Judge Amanda Maurer & Prosecutor Angela Roff

Judge Amanda Maurer and Prosecutor Angela Roff greeted the council. Judge Maurer told the council that she and Prosecutor Roff had conferred before the meeting and they noted that there was little to update the council on regarding new law, as there had not been any real changes since their last visit to council. Judge Maurer and Prosecutor Roff discussed the effects that the legalization of marijuana seemed to have had on youth and

1 what other issues they were seeing in the courts. They also discussed the problem of
2 minors using vape pens. Law enforcement and the school districts were working hard to
3 come up with some solutions. One solution was to have school resource officers in the
4 schools.

5 Judge Maurer and Prosecutor Roff briefly discussed other court issues and they agreed
6 that traffic and criminal citations in New Castle had remained steady, neither increasing or
7 decreasing. Prosecutor Roff said that communication with the police department was very
8 good.

9 Judge Maurer and Prosecutor Roff invited the council to attend court some time if they
10 were interested in watching the court process.

11 The council thanked Judge Maurer and Prosecutor Roff.

12 13 Downtown Alliance Presentation

14 Administrator Reynolds introduced two members of a very active downtown group who
15 recently changed their name to the Downtown Alliance.

16 Bronwyn Rittner and Summer Lajoie greeted the council. Ms. Rittner thanked
17 Administrator Reynolds and the council for allowing the group to continue their work in
18 the downtown. She said that they would continue the Ritter Plaza Music in the Park event.
19 **The "Welcome to New Castle" sign was being repainted, and the group was continuing**
20 their work on Liberty Park.

21 Ms. Lajoie told the council that she was very interested in nature and conservation. She
22 passed out information to the council regarding pollinators. She said she had contacted
23 the town regarding pollinator gardens and was subsequently invited to attend a Parks,
24 Open Space, Trails and Recreation meeting to present her idea of planting native species
25 of plants to support native pollinators. Ms. Lajoie spoke in detail regarding pollinator
26 gardens and her efforts to educate and involved the community. She also said she had
27 **been hired as the Town of New Castle's** Horticulturalist.

28 Administrator Reynolds told the council that the Downtown Alliance was considering a
29 scavenger hunt in the downtown as well as a ghost walk for Halloween and caroling
30 around Christmastime. He said that the Alliance was also working on advertising. He said
31 that Garfield County was putting together a magazine and it would feature each of the
32 towns in the county. In addition, Administrator Reynolds said that the Downtown Alliance
33 was considering a full-page ad. One-third of the page would be dedicated to the
34 Community Market; one-third would be for the Ritter Plaza Music in the Park event and
35 the remaining third would be a **"Welcome home to New Castle" section with photos of**
36 town events and Main Street and the town brand. Administrator Reynolds said the
37 magazine would run seasonally.

38 The council thanked Ms. Lajoie and Ms. Rittner.

39 40 41 Discussion: Golf Carts on Town Streets

42 Administrator Reynolds described in detail the work that staff had done in researching the
43 idea of allowing golf carts on town streets. This included the available connections
44 between Castle Valley, Lakota and the downtown; the types of off-highway vehicles that
45 could be used; the benefits it would provide to the residents and businesses and the rules
46 or regulations that may need to be in place. Administrator Reynolds said that the
47 ordinance would come to the council very soon, but not until after an open house was

1 held to inform the public of the idea and to gather thoughts, concerns and ideas from the
2 citizenry. The council agreed an open house was a good idea.

3
4
5
6 Review: The Downtown Plan

7 Administrator Reynolds told the council that the downtown plan was a document that was
8 a long time in the making. He said that Councilor Leland and the Planning & Zoning (P&Z)
9 Commission had spent a lot of time rewriting the document, and it had been a great
10 learning tool for them since many of the commission members were new. Administrator
11 Reynolds reviewed some of the changes that P&Z had made including the removal of
12 specific business names, property owners and language that threatened vested rights in
13 other areas of town.

14 Administrator Reynolds said that staff was asking council to review the downtown plan
15 and offer suggestions for revisions that would go back to the P&Z as recommendations.
16 After that, it will go to a P&Z public hearing for approval. Once approved it will be
17 incorporated as an amendment to the Comprehensive Plan.

18 The council briefly discussed their thoughts on the downtown plan, and clarified that the
19 document would be approved during a public hearing that would be noticed. They
20 generally agreed that it may be a good idea to do some additional outreach to the
21 downtown area.

22 Mayor A Riddile asked that each council member review the plan and bring their
23 comments back at the next meeting.

24
25
26 Update: Senior Housing

27 Administrator Reynolds said that staff expected to be able to issue the TCO. He said that
28 the escrow agreement was signed, but the wire transfer of the funds had not happened,
29 so the TCO was not issued. The escrow account was to ensure that the necessary work
30 was completed on the project. He said that the TCO will be good until May 31, 2019.

31 Administrator Reynolds also said that unfortunately staff had fielded a number of calls
32 complaining that the town had delayed residents from moving into senior housing. He also
33 said that the manager, Leslie Means, was no longer with the project and they had a
34 temporary person handling both locations.

35
36
37 Councilor Art Riddile made a motion at 8:46 p.m. to go into Executive Session (1)
38 to discuss the purchase, acquisition, lease, transfer, or sale of real, personal or
39 other property interest under C.R.S. Section 24-6-402(4)(a); and (2) for the
40 purpose of determining positions relative to matters that may be subject to
41 negotiations, developing strategy for negotiations, and/or instructing
42 negotiators under C.R.S. Section 24-6-402(4)(e) and concerning town-owned
43 property. Councilor Hazelton seconded the motion and it passed unanimously.

44
45
46 Executive session concluded.

47
48 At the end of the executive session, Mayor A Riddile made the following statement:

1
2 **"The time is now** 9:05 p.m. and the executive session has been concluded. The participants
3 in the executive session were: Councilors Mariscal, Owens and Hazelton; Mayor A Riddile;
4 Councilors Copeland, Leland and G Riddile; Town Administrator Dave Reynolds and Town
5 Clerk Melody Harrison. For the record, if any person who participated in the executive
6 session believes that any substantial discussion of any matters not included in the motion
7 to go into the executive session occurred during the executive session, or that any improper
8 action occurred during the executive session in violation of the Open Meetings Law, I would
9 **ask that you state your concerns for the record."**

10
11 No concerns were stated.

12
13 Clerk Harrison told the council that the last item on the consent agenda was a
14 modification of the liquor license for cooler space for alcohol at Kum & Go. She said the
15 store held a fermented malt beverage license for off-premises consumption. The
16 modification was to expand from two cooler doors to four cooler doors and did not require
17 a public hearing unless the council felt otherwise. In that case, they could remove the
18 application from the consent agenda and set it for a public hearing. The council did not feel
19 a public hearing was necessary.

20
21 Consent Agenda

22 February 19, 2019 council minutes

23 March 5, 2019 council minutes

24 March Bills of \$454,555.11

25 Kum & Go FMB Liquor License Cooler Modification

26 MOTION: Councilor Leland made a motion to approve the consent agenda.

27 Councilor Mariscal seconded the motion and it passed unanimously.

28
29
30 Staff Reports

31 Town Administrator – Administrator Reynolds said that the next town municipal court will
32 be held on Monday, April 8, and the Ferrin Case will be heard. He said he, Town
33 Prosecutor Angela Roff and Town Attorney David McConaughy had been in meetings
34 regarding the case. Administrator Reynolds told the council that Debbie Guccini would be
35 out of work indefinitely on medical leave, so finance would be short-staffed. He said staff
36 was looking at how responsibilities could be shifted to ease the burden. Clerk Harrison
37 suggested that shortening the hours the town hall was open might help and the council
38 agreed that was a good plan. Administrator Reynolds said that staff had signed a contract
39 to subcontract an operator in charge of the wastewater treatment plant since Greg Jacob
40 had accepted employment elsewhere. Administrator Reynolds said that P&Z was working
41 on the downtown plan, and **their first big items will be Jim Columbo's subdivision**
42 application that will go to P&Z next week. Administrator Reynolds told the council that
43 Town Planner Paul Smith was working on some possible revisions to the land use section
44 of the town codes to make it more user-friendly for P&Z and citizens alike.

45 Town Clerk – Clerk Harrison told the council that she had attended the AGNC meeting on
46 March 20 in Glenwood Springs. She said it was a great meeting and she was glad to be
47 able to attend. She also said she had not yet heard if she had been awarded the grant
48 from the AGNC, but hoped results would come in soon. Clerk Harrison said that

1 Spellebration would be on Friday and she hoped everyone could attend. Clerk Harrison
2 said she had met with Sue Ruggles of the Downtown Group, and they would be moving
3 forward with the Ritter Plaza Music in the Park series for 2019. She said that in 2018 the
4 council had allowed Ms. Ruggles to use the town to obtain a special events liquor license
5 for the event, and If they were amicable, Ms. Ruggles would like the same opportunity for
6 2019. The council agreed. Clerk Harrison said that she, Administrator Reynolds, and
7 members of New Castle Trails had met with Attorney McConaughy regarding liability
8 issues for special events, specifically the trails summer conference.

9 Town Planner – not present.

10 Public Works Director – not present.

11 Commission Reports

12 Planning & Zoning Commission – Councilor Hazelton suggested that Councilor Copeland
13 might want to attend the next P&Z meeting since she was next in the council rotation.

14 Historic Preservation Commission – Councilor Copeland said that at the last HPC meeting
15 they had heard and approved an application for an expansion for EAT Bistro.

16 Climate Action Advisory Committee -

17 Senior Program – Councilor Mariscal said that senior programs was hiring more instructors
18 for Tai Chi classes, and they had also approached the County Commissioners for more
19 grant funding.

20 RFTA – Mayor A Riddile said that RFTA will be sending a letter to CDOT requesting a speed
21 reduction on US Highway 6 near the park and ride and Stop and Save because of safety
22 concerns. He said that if they get CDOT permission, RFTA might install flashing yellow
23 lights and crosswalk striping.

24 AGNC – Councilor Hazelton said Administrator Reynolds and Clerk Harrison had attended
25 the AGNC meeting. Congressman Tipton gave an interesting update. The guest speaker
26 was Andy Mueller from the Colorado River District who talked about the snowpack and
27 advised that although the snowpack was wonderful, it would take 10 more years of the
28 same snowpack to get Lake Powell back to normal levels.

29 GCE – nothing to report

30 EAB – nothing to report

31 Council Comments

32 Councilor Hazelton felt that a more aggressive stance on underage tobacco sales was
33 appropriate and the council should consider it.

34 Councilor Hazelton asked if anyone had contact information for Cedar Networks. He said
35 they had contacted him about installing fiber at his home, but no one had returned his
36 call. Clerk Harrison said she had contact information she would send to him.

37 Councilor Mariscal asked the council for some assistance with the joint meeting with the
38 Board of County Commissioners and the Mexican Consulate. She said she wanted to hold
39 a luncheon at the Community Center. The council agreed the meeting was a great
40 opportunity.

41 Councilor Hazelton complimented Councilor Mariscal because her name had come up a
42 number of times at a school meeting regarding her wonderful ability to bridge the gap of
43 the Latino community.

44 Councilor Leland noted that fire restrictions for New Castle had gone into effect on April 1
45 and the large amount of precipitation for the year seemed helpful, but in fact, it would
46
47

New Castle Special Town Council Meeting
Monday, April 8, 2019, 6:30 p.m.

Call to Order

Mayor A Riddile called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Roll Call

Present	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile
Absent	Councilor Mariscal
	Councilor Owens

Also present at the meeting were Town Administrator Dave Reynolds and Town Clerk Melody Harrison.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC 2019-1.

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.

Items for Consideration

MOTION: Councilor Leland made a motion at 6:32 p.m. to go into Executive Session (1) to discuss the purchase, acquisition, lease, transfer, or sale of real, personal or other property interest under C.R.S. Section 24-6-402(4)(a); and (2) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. Section 24-6-402(4)(e) and concerning town-owned property. Mayor A Riddile seconded the motion and it passed unanimously.

1 Executive session concluded.

2

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

4

5 **"The time is now** 6:46 p.m. and the executive session has been concluded. The participants
6 in the executive session were: Councilor Hazelton; Mayor A Riddile; Councilors Copeland,
7 Leland and G Riddile; Town Administrator Dave Reynolds and Town Clerk Melody Harrison.
8 For the record, if any person who participated in the executive session believes that any
9 substantial discussion of any matters not included in the motion to go into the executive
10 session occurred during the executive session, or that any improper action occurred during
11 the executive session in violation of the Open Meetings Law, I would ask that you state your
12 **concerns for the record."**

13

14 No concerns were stated.

15

16 Councilor G Riddile asked if the motion would be to provide the Town Administrator
17 authority to sign the contract. The council agreed, saying that the motion should also
18 provide latitude to spend up to \$1,000.00 to address issues on the inspection report once
19 it was provided, and to make date changes as necessary.

20

21 MOTION: Councilor G Riddile made a motion to authorize the Town Administrator
22 to sign a contract to buy and sell real estate with Jennifer and Blake Ruechel for
23 the amount detailed in the contract; also providing staff the authority to spend
24 up to \$1,000.00 to address objections identified in the inspection of the unit; and
25 to authorize staff to amend the date or deadline schedule as needed. Councilor
26 Hazelton seconded the motion and it passed unanimously.

27

28 Councilor Leland offered congratulation to the New Castle Blues Spellebration team for
29 their tie for first place.

30

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

33

34 The meeting adjourned at 6:50 p.m.

35

36 Respectively submitted,

37

38

39

40

41

42

43

44

45

46

47

Mayor Art Riddile

Town Clerk Melody Harrison, CMC