

**New Castle Town Council Regular Virtual Meeting
Tuesday, January 05, 2021, 7:00 PM**

Due to concerns related to COVID-19, this meeting was held as a virtual meeting only. The public was invited to attend.

**To join by computer, smart phone or tablet:
<https://us02web.zoom.us/j/7096588400>**

**If you prefer to telephone in:
Please call: 1-346-248-7799
Meeting ID: 709 658 8400**

Call to Order

Mayor A Riddile called the meeting to order at 7:00 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, Town Clerk Melody Harrison, Town Treasurer Loni Burk, Public Works Director John Wenzel, Police Chief Tony Pagni and members of the public.

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

MOTION: Mayor A Riddile made a motion to excuse Councilor Mariscal's absence. Councilor Hazelton 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 2020-1.

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: Police Chief Tony Pagni

Police Chief Tony Pagni greeted the council. Referring to the report in the council packet, he noted that the volume of calls to the police and incidents were down overall for the first three quarters of 2020. Chief Pagni said that his department had experienced COVID but had remained able to operate without assistance from other agencies. In addition, he and the police clerk had been able to work remotely. Chief Pagni said that the following day his staff would begin receiving the COVID vaccine.

Chief Pagni told the council that he had been with the Town of New Castle for fifteen years and for the first time, there were ten registered sex offenders in New Castle. He said that information was available on the Garfield County website if anyone was interested. He also said that he had a report, but did not share the report in the council packet because he was not certain it was legal for him to do so. Chief Pagni said that the registration process took the clerk approximately 45 minutes, and registrants were required to register twice per year. In addition, officers did quarterly checks on registrants, which cost a lot of staff time. He said that the additional clerk position that would be hired in the police department would share the workload with the current clerk, Jessica Hernandez. Chief Pagni said that the evidence bay construction was under way and making good progress.

Chief Pagni said that the 9th district court system had been moving very slowly because of the pandemic. Court cases were delayed or held virtually. It was impossible for law enforcement agencies to arrest offenders because the jail was not taking anyone. A judge's order was required released felony offenders, and misdemeanors went to arraignment. He said it was a slow process, and he felt it might go on for a long time because cases were becoming backlogged.

Chief Pagni said that he will put an employment ad out in mid-February for the additional clerk position, and hoped to have that person on board by April. He said that Police Clerk Hernandez would decide what job duties the new clerk will perform. Chief Pagni said that the two police clerks would have a lot of work to do when the new body-camera requirements for law enforcement were effective in 2022.

Chief Pagni said that he had two reserve officers in testing. He said he will be scheduling an oral board within a month and will ask some council to sit on that board.

The council thanked Chief Pagni.

Update: Public Works Director John Wenzel

Public Works Director John Wenzel greeted the council.

Director Wenzel said that the bulk water station project had been completed and was now operational. In the first three weeks, more than 59,000 gallons of water was sold. He said that he felt the water station in time would generate something closer to three thousand dollars per month.

Director Wenzel said that the electric vehicle charging station had provided approximately 4 megawatt-hours of electricity, saving approximately 3,700 lbs. of greenhouse gasses. He said the station was used over 560 times with as many as six different vehicles using the station in a single day.

Director Wenzel said that the materials for the CDOT Downtown Revitalization grant had been received, and tents, furniture and heaters would be set up in early spring.

Director Wenzel said that three new crosswalk systems had been installed in the downtown.

Director Wenzel said a lot of progress had been made with the parks redesign projects. He said that his staff had been working with Zahren & Associates and had completed a second set of revisions for Burning Mountain Park. He said that they felt they had a design sufficient to solicit grant funding and public input.

Director Wenzel said that the student team from the University of Colorado Denver had put together a great survey for the Frank Breslin Park that netted some interesting results. He said the team was on winter break but will provide preliminary design ideas in the spring.

Director Wenzel said that the recreation department had a crazy year having to reinvent and reorganize because of the COVID pandemic. He said they spend a tremendous amount of time learning the state and county social-distancing protocols. He said they had worked hard to keep the recreation department moving and he felt that had come up with some very creative ideas for programs.

Director Wenzel said that in summer 2020 two staff members, Colton Odykirk and Bart Mendoza, had been repurposed into parks, and he complimented them for being team players.

Director Wenzel said that \$285k had been invested into streets maintenance in 2020.

\$200k of that money came from a grant from the Federal Mineral Lease District (FMLD).

Director Wenzel said that his department had made a number of fleet purchases in 2020, including two new trucks, a zero-turn track mower and electronic message board.

Director Wenzel said that his department had continued to invest in and develop staff.

Tyler Rust had obtained his class D and class C wastewater treatment licenses from the state. Josh Ellis obtained his class D water and class D wastewater licenses. Daniel Becker obtained his class B wastewater license which was significant because it qualified him to be the responsible operator in charge for the town.

Director Wenzel said that they had been awarded a grant for a cake-drying station which would be constructed in 2021. The significance was that the town was trying to protect the town's land application permit. Land application was the best, most environmentally friendly way to dispose of the waste materials. It was also inexpensive for the town. The issue was that it smelled terrible. The properties that neighbored the land application site were complaining, and had complained about the odor not only to New Castle but also to the State of Colorado. Director Wenzel said that he was concerned the town could lose their land-application site, which would mean that the waste materials would then have to go to the landfill at great expense to the town.

Director Wenzel said that Administrator Reynolds had written an FMLD grant to replace the windows in the town hall. He said that public works would assist in the project. He said that they were also exploring replacing the roof of town hall as well.

Director Wenzel said that there were some unique COVID funding opportunities coming up with Great Outdoors Colorado (GoCo) and he said they would be applying for them for the reconstruction of Burning Mountain Park.

Director Wenzel said that his department would make some improvements to the control system at the water treatment plant in 2021.

Director Wenzel said they would be working with the town engineer on a new blower system at the wastewater treatment plant in 2021. He said they might pursue some grant funding in 2021 and pursue construction in 2022.

The council thanked Director Wenzel and complimented him and his staff for their hard work.

Discussion: 2021 Trash & Recycling Contract

Town Administrator Dave Reynolds told the council that the town had entered into a contract with Mountain Waste and Recycling (MWR) in 2016 for trash and recycling services. That contract expired in 2019 at which time the council approved two one-year extensions. He said that staff had been discussing a possible modification of the contract during 2020. After receiving some competitive bids, he said staff realized that Mountain Waste & Recycling would be the company with whom the town would stay.

Administrator Reynolds introduced District Manager Mike Hinkley and Sales Manager Doug Goldsmith to the council.

Administrator Reynolds reviewed the proposed said that staff had been working with Mr. Hinkley and Mr. Goldsmith and they created an addendum to the existing contract. He reviewed some of the specific items in the addendum that were different from the contract.

Administrator Reynolds told the council that Mountain Waste had agreed to not increase their rates for 2021, but said that the town would be increasing rates to balance the budget. Currently, he said that the main reason that the trash budget was not balanced was because of the costs associated with the fall clean-up days.

Mr. Hinkley said that they had been working on the addendum for a while. He said his company had been very transparent. He said they had discussed the cause and effect of recycling and the challenges thereafter. He felt that the changes in the addendum from the original contract were simple. He said they would no longer be accepting e-waste because they had lost their resource for that. Mr. Hinkley said that bulk items were a challenge because often when a customer said they had a couch for pick-up it would turn out to be a sectional and that caused a challenge for pick up. They could not always put those items in a regular route truck, so the bulk items will be collected with a completely separate truck and on a specific day of the month.

Mr. Hinkley introduced his new sales representative, Heather Haffener, and said that she will be working on connectivity of municipal web pages to Mountain Waste's page as well as more educational materials regarding the recycling process. He also introduced Mike Mooney who was a new sales representative for Mountain Waste & Recycling.

Mr. Hinkley thanked the council for their time.

Consider Resolution TC 2021-1 - A Resolution of the Town Council of the Town of New Castle, Colorado, Designating Public Notice Posting Places

Clerk Harrison told the council that each year the council approved a short list of resolution that staff called 'housekeeping' items, and generally, they were on the consent agenda. She said that she thought it might prove interesting to provide background information about each of the resolutions.

Regarding Resolution TC 2020-1, Clerk Harrison said that both the Home Rule Charter of New Castle and the Colorado Revised Statutes required that municipalities designate public notice posting places annually at the council's first regular meeting of the year. She said that the posting boards selected were all locked boards, and while locked boards were not required, it ensured that no public notice was removed or blown away by the wind, thereby preventing the town from being in violation of posting requirements.

MOTION: Mayor A Riddile made a motion to approve Resolution TC 2021-1, A Resolution of the Town Council of the Town of New Castle, Colorado, Designating Public Notice Posting Places. Councilor Copeland seconded the motion and it passed unanimously.

Consider Resolution TC 2021-2 - A Resolution of the Town Council of the Town of New Castle, Colorado, Waiving the Requirement for Posting of Bonds by Certain Town Officers

Clerk Harrison said that when the town's municipal code was revised in 1909, provisions were added via Ordinance 87 that required an oath and bond from any person elected or appointed to any office, conditioned that they perform the specific duties of their respective offices. The ordinance specified particular bond amounts for different positions including the town treasurer, town clerk and others.

Subsequently, Colorado Revised Statute §31.20.301 provided that a town may waive the bonding requirements. The town carried insurance coverage to protect itself from employee dishonesty. Therefore, in 2001 the council adopted Ordinance 2001-1 that amended the requirement for town officer bonds, adding a provision to waive that requirement if the council found it appropriate.

MOTION: Mayor A Riddile made a motion to approve Resolution TC 2021-2, a Resolution of the Town Council of the Town of New Castle, Colorado, Waiving the Requirement for Posting of Bonds by Certain Town Officers. Councilor Leland seconded the motion and it passed unanimously.

Consider Resolution TC 2021-3 - A Resolution of the Town Council of the Town of New Castle, Colorado, Authorizing Bank Accounts and Signers on Bank Accounts

Clerk Harrison explained that for many years the town's financial auditor had recommended that the town council review and authorize all town bank accounts and signers on such accounts on an annual basis to insure that access to such accounts was restricted to appropriate personnel.

Clerk Harrison said that while there was no municipal code or state statutes that required the resolution of authorization, it seemed appropriate for the comfort of the auditor and the edification of the council.

MOTION: Councilor Leland made a motion to approve Resolution TC 2021-3, a Resolution of the Town Council of the Town of New Castle, Colorado, Authorizing

Bank Accounts and Signers on Bank Accounts. Councilor Copeland seconded the motion and it passed unanimously.

Consider Resolution TC 2021-4 - A Resolution of the Town Council of the Town of New Castle, Colorado, Approving a Memorandum of Understanding with Garfield County Senior Programs

Clerk Harrison said that the resolution was to approve a memorandum of understanding (MOU) with Garfield County Senior Programs. She said that the MOU was renewed annually.

MOTION: Mayor A Riddile made a motion to approve Resolution TC 2021-4, a Resolution of the Town Council of the Town of New Castle, Colorado, Approving a Memorandum of Understanding with Garfield County Senior Programs. Councilor G Riddile seconded the motion and it passed unanimously.

Consent Agenda

December 1, 2020 minutes

December 15, 2020 minutes

December Bills of \$556,340.23

Spirit Liquors Retail Liquor Store License Renewal

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

Staff Reports

Town Administrator – Administrator Reynolds told the council that the Governor had moved Garfield County to orange on the COVID dial, which gave restaurants a little relief as they were able to open up at 25% capacity for indoor dining. Administrator Reynolds said that the county will be collaborating with municipalities and chambers of commerce to create a 5 Star Program. Siobahn Milholm and Mari Riddile of the New Castle Chamber had stepped up and were helping a lot with the development of the program. He said the program will be established over the course of the next month or so. Administrator Reynolds said that the program would give the restaurants an increased level of indoor seating, but only after the county's COVID case levels went down. Administrator Reynolds said that on New Year's Eve there was a great fireworks show. He said that several people in town were grateful and had thanked the town, and one person had offer to contribute. He said staff would be speaking to the Talbots to thank them for their hard work. Mayor A Riddile asked that the town send a thank you to the Talbots.

Administrator Reynolds said that staff had received a concern over the speed limit on Castle Valley Boulevard and the crosswalk area near south and north Wild Horse Drives. He said that he knew the subject had come up and been addressed in years past. He said that the resident wanted the speed reduced to 20mph. Administrator Reynolds said that he was not convinced that was the first step and suggested that a flashing crosswalk sign might be a solution. He said that recently received news of a refund from the town's insurance company, CIRSA, and the refund amount was double the cost of one of the flashing crosswalk signs. Councilor Leland said that the flashing crosswalk signs in the

downtown were wonderful, had been well received by the residents and were used often. Councilor Copeland agreed. Councilor G Riddile said that he thought that the signs were a good idea. He asked Chief Pagni how long he had worked for New Castle, how many car accidents there had been on Castle Valley Boulevard, and how many pedestrians had been hit. Chief Pagni said he had been with the town fifteen years, and he said there had been perhaps five (5) car accidents on Castle Valley Boulevard and no pedestrians hit in his fifteen years with the town. Chief Pagni said that the worst area for accidents was not in Castle Valley Ranch, but down near City Market at the Walters Lane intersection. Councilor G Riddile said he was not in favor of reducing the speed limit on Castle Valley Boulevard. Councilor Copeland and Chief Pagni agreed. Mayor A Riddile said the council may remember when the speed limit was reduced on Castle Valley Boulevard from 35mph to 30mph, and there was some push-back on that. He did not feel lowering the speed limit was a good idea. Mayor A Riddile said that it was probably good to explore the flashing crosswalk sign.

Administrator Reynolds said that staff has posted the job opening for the support position that will assist the treasurer and planner. He said that they had received eight applications and after reviewing them, had decided to extend the job listing for another two weeks. He said that it was not ideal to list a job opening over the holidays.

Administrator Reynolds said that the council was set to have virtual-only meetings through January, and he thought it might be a good idea to discuss at the next meeting how the council wanted to conduct them moving forward, whether virtual, or in-person or a hybrid. He said that the town had ordered a sound system for the community center, but like everything else it was on back-order.

Town Clerk – Clerk Harrison told the council that her office had been very busy with year-end chores archiving reports and documents from 2020 as well as sending out 2021 applications for business/contractor/dog licenses/tobacco. She said there were four tobacco vendors that had applied; City Market, Kum & Go, Stop n Save and New Castle Liquors. Clerk Harrison said she had sent ordinances from 2020 to MuniCode for codification and codebook updates should be available in March. Clerk Harrison apologized for the technology issues that were being experienced. She said that most of the equipment purchased by the town did not anticipate virtual meetings and did not have advanced graphics ability.

Town Treasurer – Treasurer Burk said she was working on W2s and they would be mailed out soon. She said that CARES Act fund spending deadline had been extended until December 31, 2021 with the signing of the new stimulus bill. She said that whatever the town had left, they had until the end of the year to spend it. Treasurer Burk said there were eight active grants on the books, two should be closed out soon. Treasurer Burk said that the town's workers compensation quote for 2021 had come in at \$36k, and the town's agent was not happy with that and had managed to get a \$4k reduction on that quote which was great news. Treasurer Burk said her department was wrapping up 2020 and getting ready for 2021.

Town Planner – not present.

Public Works Director – nothing to report.

Commission Reports

Planning & Zoning Commission – nothing to report.

Historic Preservation Commission – Councilor Copeland said they had scheduled two meetings but did not have a quorum for either.

Climate and Environment Commission – Councilor Leland said that Mike Hinkley from Mountain Waste & Recycling would attend the next CEC meeting.

Senior Program – nothing to report.

RFTA – Mayor A Riddile said that the January 14 would be his last meeting as Chair of the RFTA board, but that he would remain on the board. He said that the RFTA staff was wonderful like New Castle’s staff.

AGNC – nothing to report.

GCE - nothing to report.

EAB – nothing to report.

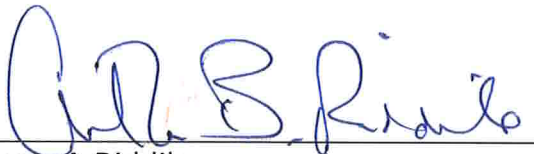
Council Comments

Mayor A Riddile asked if there was a site manager at senior housing. Administrator Reynolds said there was one but he had to reach out to Arturo Alvarado, the Executive Director of CRHDC to get assistance. Mayor A Riddile said that it was looking messy there with unsightly stuff being stored on balconies. Administrator Reynolds said that he had brought that to Mr. Alvarado’s attention just before Christmas as well as the fact that there were senior housing residents driving on the neighboring school property to access their units. Administrator Reynolds said that he had not seen a lot of improvement.

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

The meeting adjourned at 8:07 p.m.

Respectfully submitted,


Mayor A Riddile


Town Clerk Melody Harrison, CMC

