

**New Castle Town Council Regular Virtual Meeting
Tuesday, January 19, 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 Mariscal Councilor Owens Councilor Hazelton Mayor A Riddile Councilor Copeland Councilor Leland Councilor G Riddile
Absent	None

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Town Treasurer Loni Burk, Public Works Director John Wenzel, Assistant Town Attorney Haley Carmer 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 2021-1.

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

Consider a Letter of Interest from Ruth Fletcher for Appointment to a Seat on the Historic Preservation Commission

Town Clerk Melody Harrison told the council that there had been a vacant seat on the Historic Preservation Commission (HPC) for quite some time and staff had recently done a recruitment push to find interested residents. She said they had received two letters of interest: one from Ms. Fletcher and another from a citizen who withdrew last minute. Clerk Harrison said that the HPC had some interesting items coming up for their agenda but unfortunately had been unable to meet due to a lack of a quorum.

Ms. Ruth Fletcher greeted the council. She told the council that she had lived in New Castle for six years. She said she was a retired nurse and had worked at St. Mary's Hospital in Grand Junction. Ms. Fletcher said she loved New Castle and had volunteered or attended many events involving history such as the ghost walk and Founders Day. She said there was a lot of history in New Castle: she loved the museum and there were great stories to be told.

Mayor A Riddile thanked Ms. Fletcher for her interest in the Historic Preservation Commission.

MOTION: Mayor A Riddile made a motion to appoint Ruth Fletcher to a seat on the Historic Preservation Commission. Councilor Copeland seconded the motion and it passed unanimously.

Councilor Leland said that HPC had things coming up to be done, and felt that the commission worked best if there were people on it that were enthusiastic. He asked when the next meeting would be held.

Clerk Harrison said that HPC had been meeting quarterly, but could meet monthly if necessary. Because the December meeting had not happened, she said they might schedule a meeting in February because there was a lot happening in 2021. In addition, Clerk Harrison said that HPC had some budget monies to consider and the engineering report on the museum building had come in and the commission would be discussing that report. Clerk Harrison told Ms. Fletcher she would be in contact with her to provide some reference materials and to swear her in.

MOTION: Councilor Leland made a motion at 7:07 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 CRS 24-6-402(4)(a). Mayor A Riddile 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 7:35 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Mariscal, Owens and Hazelton; Mayor A Riddile; Councilors Copeland, Leland and G Riddile; Town Administrator Dave Reynolds, Town Treasurer Loni Burk, Town Clerk Melody Harrison, Public Works Director John Wenzel and Town Attorney Haley Carmer. 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.

2021 Capital Improvement Plan

Councilor G Riddile said that he and Councilor Owens worked with most of the department heads and created the capital improvement plan. Councilor G Riddile screen-shared a PowerPoint presentation that outlined the capital projects that were categorized in tier according to need and importance.

Consider Agenda Items for the February 2, 2021 Combined Meeting with the Garfield County Board of County Commissioners

Administrator Reynolds told the council that every year the Town Council met with the Board of County Commissioners at the first meeting in February. He said that the county had reached out to staff asking what topics the town council would like on the work session agenda.

Administrator Reynolds said that he had created a list of topics and he reviewed them for the council. Suggested topics included an update on New Castle development; an update on New Castle Trails systems and LOVA progress; an update on Route 6 Roundabout planning; upcoming Capital Projects and updates concerning the effects of COVID-19 on the Town of New Castle.

Clerk Harrison said she had received an email from Vola Mercer with Garfield County saying that the BOCC wanted to discuss the Hogback Bus Route.

The council felt that the topics suggested were great. Councilor Owens suggested that they could speak to the BOCC about affordable housing.

Consent Agenda

January 5, 2021 minutes

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

Resolution TC 2021-5 - Adopting a Directory of Fees and Charges

Trash & Recycling Contract Third Amendment - 2021

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

Staff Reports

Town Administrator – Administrator Reynolds said that he had attended two meetings with CDOT, one regarding the roundabout, which had gone well. He said that Mayor had also attended that meeting. The other CDOT meeting was regarding the LoVa Trail and had not gone as well but he hoped to be able to work through the snags. Administrator Reynolds said that the town had received rapid COVID tests that were available for staff. He said that there were two staff members out, one with COVID and the other with exposure. Administrator Reynolds said there would be a blood drive January 29 if anyone was interested in giving blood. Administrator Reynolds said that staff was still accepting resumes for the support position that finance and planning will share.

Town Clerk – Clerk Harrison said that her department had been conducting some training. Administrative Assistant Bart Mendoza had been learning how to run the coded door lock system. Clerk Harrison said she had done some training with Administrative Assistant Rochelle Firth, teaching her to how to manage the town website. Clerk Harrison said that Admin. Asst. Firth had some great ideas for the website and it had been fun getting to know her. Clerk Harrison said that she had been busy doing some extensive research into historical records for things that staff was working on. Clerk Harrison said her department had been discussing a redundancy plan for the clerk's office duties that included municipal court and utility billing. Clerk Harrison said that her department was considering other training for 2021, and depending on how COVID rules went Admin. Asst. Mendoza was interested in attending clerk's school. Clerk Harrison said that she was preparing to apply for her Master Clerk Certification in the spring.

Town Treasurer – Treasurer Burk said that there had been a lot of conversation on the finance listserv about fraudulent unemployment claims. She said that she had not seen any directed to the town, but apparently, it was rampant in Colorado. Councilor Owens said that a number of employees of Mountain Family Health had been victims of the unemployment fraud, and it was a state-level issue, not an employer information breach. He said that people's social security numbers were being used, and it might be a good idea to consider something like Life Lock to protect people in the future. He said that some people had filed police reports so that the fraud was on record. Treasurer Burk said she had links to the state reporting portal online. Treasurer Burk said that finance would be doing accounts payable and sending out the checks for the first round of health and wellness grants monies, as well as checks to RFMBA, the River Center and the Chamber of Commerce. Treasurer Burk said that sales tax was strong and that the numbers for November 2020 were up from the previous year, and it looked like the year would end with sales tax coming higher than budgeted.

Town Planner – not present.

Public Works Director – nothing to report.

Commission Reports

Planning & Zoning Commission – Mayor A Riddile said that at the last meeting, P&Z had approved the preliminary filing 11 application with a vote of 6 to 1, with conditions,

including removing two units, adding more trees for a buffer and separated sidewalks. He said that CVR Investors will have to come back to P&Z with their final application, and if approved, the application will come to town council.

Historic Preservation Commission – nothing to report.

Climate and Environment Commission – Councilor Leland said they CEC had invited Mike Hinkley from Mountain Waste & Recycling to talk to the commission about recycling, and they had also invited citizen Randy Fricke who had concerns regarding recycling.

Senior Program – nothing to report

RFTA – Mayor A Riddile said that the last RFTA meeting was his last day as chairman. H said he had served two one year terms. He said they had discussed the cost of an underpass at BRT station at 27th Street. He said it was an 8 million dollar project and there was a 2 million dollar shortfall that RFTA would cover.

AGNC – nothing to report.

GCE – nothing to report.

EAB – nothing to report.

Council Comments

Councilor Hazelton thanked Councilor G Riddile and Councilor Owens for capital projects report. He said it was very informative and he thought some of the highlights could be presented to the BOCC.

Councilor Leland asked about the microphone system that staff was going to order for the council. Administrator Reynolds said that they had been ordered but much of the equipment was on backorder. He said that in relation to that, a shed had been ordered and installed behind the community center, and staff had been able to move a lot of stored items into the shed, allowing for space in the inside locked closets for the sound system.

Councilor Leland said that he was anxious to go back to in-person council meetings.

Councilor Leland said that instead of the regular Founders Day celebration, the recreation department was building a history collage that will be widely publicized.

Councilor Leland said that the council had said goodbye to Colorado River Fire Rescue Chief Randy Callahan, and he felt they should officially welcome the new Chief Leif Sackett.

Mayor A Riddile said that the New Castle roundabout project was something that had been worked on for about five years and CDOT had been terrific to work with. The topic of the recent meeting with CDOT was the acquisition of right-of-way property in the area. CDOT wanted to move forward with acquiring property to be able to construct the roundabout. He said CDOT had made it clear that there was still no funding for the project; however, Mayor A Riddile said he found it interesting that they had money in their budget to acquire property. Mayor A Riddile said that the project was almost at 100% design, and once design was done, CDOT hoped to begin construction in 2022, if there was funding. He said he felt optimistic about it.

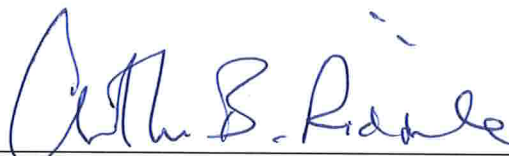
Mayor A Riddile thanked the staff for everything they did, and he thanked the council too. He said it had been a crazy ten months. He wished everyone to stay safe.

Mayor A Riddile suggested that everyone look up www.unitedtostopthespread.com

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

The meeting adjourned at 8:22 p.m.

Respectfully submitted,



Mayor A Riddile



Town Clerk Melody Harrison, CMC

