

**New Castle Town Council Regular Meeting
Tuesday, August 02, 2022, 7:00 PM**

Virtual Meetings are subject to internet and technical capabilities.

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

Follow the prompts as directed. Be sure to set your
phone to mute until called on

The Council Packet is available online by scanning this code:
or by going to www.newcastlecolorado.org



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 Carey 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, Interim Police Chief Chuck Burrows 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 2022-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

Town Council Meeting
Tuesday, August 2, 2022

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

2021 Audit Presentation - John Cutler & Associates

Town Treasurer Lone Burk told the council that John Cutler was attending to present the 2021 audited financial reports for 2021. She introduced Mr. Cutler.

Mr. Cutler greeted the council and said that first there were certain things he was required to tell the council as the governing board. He said that there were no difficulties in performing the audit, which was good. He said that there were no adjustments, which is good. That meant that the information in the town accounting system was accurate throughout the year. Mr. Cutler said that was pretty rare, and that meant Treasurer Burk and the finance department had done a great job. He also said there were no disagreements with management, which was good. Mr. Cutler said they had not needed to consult with any other auditors. Mr. Cutler said it was complete and had been submitted to the state.

Mr. Cutler said that they had issued a clean, unmodified report to the state. He said that in the audit, the reports that were likely most important to the council began on page 25 of the audit, as well as the budget statement. He said that the town had another good year, particularly with everything that was happening.

Mr. Cutler briefly review some of the fund balances.

The council thanked Mr. Cutler.

Treasurer Burk said that she wanted to review the budget page that Mr. Cutler had mentioned. Referring to documents in the council packet, she reviewed the combined statement of revenues, expenses and changes in fund balances as well as a budget versus actual analysis for the council.

Treasurer Burk told the council that they were aware that staff had gone through the process of hiring a town treasurer and that did not quite work out. She said that she and Administrator Reynolds had talked about it and a year earlier, when she decided that she would retire at the end of 2022, they looked at Assistant Treasurer Viktoriya Ehlers. She is a great asset to finance, but she did not have the experience needed to do some of the higher-lever work in governmental accounting and all the specialties that involved. Asst. Treasurer Ehlers agreed she was not ready for the treasurer position. Treasurer Burk said that when they were looking for someone to fill the position, they were hoping for someone Treasurer Burk could train, and who then would be a mentor for Asst. Treasurer Ehlers to eventually be promoted to treasurer. Treasurer Burk said that now, a year later, Asst. Treasurer Ehlers has continued to prove that she is sharp and very trainable. Treasurer Burk said that she was looking at retirement and with the stock market being what it was as well as the recession and the housing market she felt that perhaps she was

not ready for retirement. Treasurer Burk said she had spoken to Administrator Reynolds and said that she was willing to stay for another year or so.

The council was very happy that Treasurer Burk had decided to stay on a while longer. Councilor Leland said that he felt the council should support the finance department in whatever training would be necessary for Asst. Treasurer Ehlers. Treasurer Burk said she had already been looking into what training was available. In addition, she told the council that they wanted to hire someone to help Asst. Treasurer Ehlers, for that person to get trained on what she does, and then at the first of the year, Treasure Burk can begin training Asst. Treasurer Ehlers to become treasurer.

Administrator Reynolds said that with the council approval, they will post the position of finance assistant, and then work over the next year or year and one-half to bring Asst. Treasurer Ehlers up to speed for the treasurer position when it becomes available.

The council thought it was a great idea and they told staff to move forward.

Consider a Motion to Accept the 2021 Audit as Presented

MOTION: Mayor A Riddile made a motion to accept the 2021 Audit as presented. Councilor Mariscal seconded the motion and it passed unanimously.

Consider Ordinance TC 2022-10 - an Ordinance of the New Castle Town Council Amending Section 15.10.020 of the New Castle Municipal Code for the Requirement of Electric Vehicle Charging Capacity in New Residential Dwellings (2nd reading)

Administrator Reynolds said that there was nothing changed in the ordinance since first reading except a typo.

MOTION: Councilor G Riddile made a motion to approve Ordinance TC 2022-10, an Ordinance of the New Castle Town Council Amending Section 15.10.020 of the New Castle Municipal Code for the Requirement of Electric Vehicle Charging Capacity in New Residential Dwellings on 2nd reading. Councilor Carey seconded the motion and it passed on a roll-call vote: Councilor Copeland: yes; Councilor Hazelton: yes; Councilor Carey: yes; Councilor Mariscal: yes; Councilor Leland: yes; Councilor G Riddile: yes; Mayor A Riddile: yes.

Resolution TC 2022-20 - A Resolution of the New Castle Town Council Supporting an Application for a grant from the Garfield County Federal Mineral Lease District for Building and Systems Security

Administrator Reynolds told the council each fall, the FMLD offers a mini grant of \$25,000.00. He said the FMLD had not announced the dates yet for the fall cycle, but it was usually at the end of August. He said that staff wanted to be ahead of the game by getting the support resolution approved in preparation for the grant cycle. Administrator Reynolds said that building security meant the keypad door locks, many of which were failing. It also contemplated moving the server into the vault which is a more secure location.

MOTION: Mayor A Riddile made a motion at to approve Resolution TC 2022-20, a Resolution of the New Castle Town Council Supporting an application for a grant

from the Garfield County Federal Mineral Lease District for Building and Systems Security. Councilor Hazelton seconded the motion and it passed unanimously.

Resolution TC 2022-21 - A Resolution of the New Castle Town Council Supporting an Application for a Grant from the Garfield County Federal Mineral Lease District for a Digester Blower Building

Administrator Reynolds said that for the traditional FMLD grant staff was looking at a project of about \$350k for a digester blower building. That was a small building that housed large electrical motors that power a blower system. He said that the blower system the town currently owned was very expensive to run because it was very dated. The project had been on the capital projects priority list for several years.

Councilor Copeland asked for clarification on what a new building will do to make the blowers less expensive to run. Administrator Reynolds said that the building included new blowers as well as it was a complete unit.

MOTION: Councilor G Riddile made a motion to approve Resolution TC 2022-21, a Resolution of the New Castle Town Council Supporting an Application for a Grant from the Garfield County Federal Mineral Lease District for a Digester Blower Building. Councilor Mariscal seconded the motion and it passed unanimously.

MOTION: Councilor Leland made a motion at 7:45 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 or 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, specially concerning the Police Chief. Councilor Carey 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 9:17 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Mariscal, Carey and Hazelton; Mayor A Riddile; Councilors Copeland, Leland and G Riddile, Town Administrator Dave Reynolds, Town Clerk Melody Harrison, Interim Police Chief Chuck Burrows 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.

Consent Agenda

July Bills of \$ 1,133,964.22

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

Staff Reports

Town Administrator- Administrator Reynolds thanked the council for their support in the past few days and over the previous weekend. He said that the mayor and mayor pro tem had attended the meeting with the police department and the counseling team. He said that the counseling team, Code 4, thought it was the most amazing thing to see the town administrator, mayor, and a mayor pro tem at a counseling session after a catastrophe, and they almost asked them to leave. He said that people don't get together like New Castle does, and the counseling team was shocked. Administrator Reynolds thanked the council again.

Mayor A Riddile thanked Administrator Reynolds for all his efforts in the prior five days.

Town Clerk- Clerk Harrison said that on the town website, there was an 'In The News' box and she said she had uploaded the mayor's letter about a possible school resource officer position and link to the town survey there. Clerk Harrison said that Attorneys Carmer and McConaughy were reviewing an IGA with the county for the November election. Clerk Harrison said that there is a person who had completed the paperwork and paid the fees for a jury trial in municipal court, which was something that had not happened in many years. The trial will be September 28, 2022. Clerk Harrison said that Deputy Town Clerk Remi Bordelon had been working on crafting a letter that will go out to property owners for the historic building survey. She also said that her department had been busy.

Town Treasurer- Treasurer Burk said that budgets were due from the department heads on Friday, and there will be training on the new budget software.

Town Planner- not present.

Public Works Director-not present.

Commission Reports

Planning & Zoning Commission – nothing to report.

Historic Preservation Commission –Councilor Hazelton said that HPC had not met, but that the historic designation plaque for the Old Schoolhouse had arrived and will be installed on 'Back To School Night' for Ambleside. Clerk Harrison brought the plaque for the council to see.

Climate and Environment Commission – Councilor Leland said they reviewed the three things they were working on and those were idling, pollinator gardens and fire suppression. He said they had been at the Community Market and planned to be at Burning Mountain Festival parade as well. Mayor A Riddile asked if CEC could possibly look for a grant for another electric vehicle charging station. Councilor Leland said they could. Senior Program – Clerk Harrison said that they reviewed their monthly statistics for the various programs. She also said they asked for their members to encourage other to complete the health coverage survey put out by Garfield County Health Department because they had not had a lot of responses.

RFTA – Mayor A Riddile said he had been asked to sign a letter of support for what was

called a RAISE grant, which was why he had gone to Washington DC. He asked the council for their permission to write a letter of support from the town. The council agreed.

AGNC – Councilor Mariscal said that it was Bonnie Peterson’s last day, so they had a good-bye for her. She also said that there will be an AGNC event on August 25 regarding energy development.

GCE – nothing to report.

EAB – nothing to report.

Council Comments

Councilor Mariscal said that she will not be at the next council meeting because she will be taking her daughter to college.

Councilor Mariscal said that in one of her phone calls with Mary Metzger, Mary had said that she was very happy that Dave Reynolds was the town administrator because she could be good with dying in her heart.

Councilor Carey said she had moved and will get her new address to Clerk Harrison soon.

Councilor Carey said she had gone to the RE2 school board meeting with Mayor A Riddile and it was a good meeting.

Councilor Hazelton said that from the meeting he attended, and he expressed his thought to the police department as well, he felt the police will one-hundred percent get through the difficult time they were experiencing. He said their integrity was intact and they were a good team. Councilor Hazelton said that Tony had been a big part of that, but not all of it.

Councilor G Riddile reminded everyone that the Rides & Reggae event will be on Friday evening and Saturday and thanked the staff for all their assistance in preparation.

Councilor Leland said that Administrator Reynolds getting that counseling team is as quickly as he was simple amazing.

Councilor Leland said that the dog park fundraising group raised \$800.00 from the doggie fashion show the previous weekend. He said he had spoken to Alpine Bank and they will be donating as well.

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

The meeting adjourned at 9:29 p.m.

Respectfully submitted,

Mayor Art Riddile

Town Clerk Melody Harrison, CMC

Town Council Meeting
Tuesday, August 2, 2022

called a RAISE grant, which was why he had gone to Washington DC. He asked the council for their permission to write a letter of support from the town. The council agreed. AGNC – Councilor Mariscal said that it was Bonnie Peterson’s last day, so they had a good-bye for her. She also said that there will be an AGNC event on August 25 regarding energy development.

GCE – nothing to report.

EAB – nothing to report.

Council Comments

Councilor Mariscal said that she will not be at the next council meeting because she will be taking her daughter to college.

Councilor Mariscal said that in one of her phone calls with Mary Metzger, Mary had said that she was very happy that Dave Reynolds was the town administrator because she could be good with dying in her heart.

Councilor Carey said she had moved and will get her new address to Clerk Harrison soon.

Councilor Carey said she had gone to the RE2 school board meeting with Mayor A Riddile and it was a good meeting.

Councilor Hazelton said that from the meeting he attended, and he expressed his thought to the police department as well, he felt the police will one-hundred percent get through the difficult time they were experiencing. He said their integrity was intact and they were a good team. Councilor Hazelton said that Tony had been a big part of that, but not all of it.

Councilor G Riddile reminded everyone that the Rides & Reggae event will be on Friday evening and Saturday and thanked the staff for all their assistance in preparation.

Councilor Leland said that Administrator Reynolds getting that counseling team is as quickly as he was simple amazing.

Councilor Leland said that the dog park fundraising group raised \$800.00 from the doggie fashion show the previous weekend. He said he had spoken to Alpine Bank and they will be donating as well.

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

The meeting adjourned at 9:29 p.m.

Respectfully submitted,



Mayor Art Riddile



Town Clerk Melody Harrison, CMC

Town Council Meeting
Tuesday, August 2, 2022

