

**New Castle Town Council Regular Meeting
Tuesday, September 20, 2022, 7:00 PM**

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Please call: 1-346-248-7799

Meeting ID: 709 658 8400

Follow the prompts as directed. Be sure to set your
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The Council Packet is available [HERE](#)

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 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 2022-1.

Conflicts of Interest

There were no conflicts of interest.

Agenda Changes

Town Administrator Dave Reynolds asked the council if they minded completing the budget talk in the council meeting. The council agreed.

Clerk Harrison told the council that she needed to remove the September 6, 2022, council minutes from the consent agenda because she had been unable to complete them because she had been on jury duty. The council agreed.

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

The council and staff completed the conversation from the work session regarding the draft 2023 budget.

Discussion: Detox Center Agreement and Funding

Administrator Reynolds said that the council had heard about the detox center project for some years. He said that the past two meetings they had with Mind springs and Debbie Wilde they confirmed that a location had been purchased. That all the towns had been asked to enter into an IGA. The IGA was not completed, but it should be ready by the end of October. He said that the agreement calls for each entity that enters into the IGA will have one member who will sit on an oversight committee. That committee will not necessarily day-to-day operations, but rather they will oversee Mind Springs' compliance with their contract.

Administrator Reynolds said that Mind Springs would be the third-party vendor, hired by the Collaborative to operate the center. There was an expectation that Insurance payments would not be sufficient to cover operating expenses and that that municipalities would fund the difference. He said that as council had heard that Mew Castle would be asked for a \$10k contribution, while Silt was asked for \$2k for Silt and Glenwood Springs would contribute \$100K., Rifle had yet to commit but would probably contribute around \$40k.

Administrator Reynolds said that when Mind Springs had attended a council meeting earlier in the year, the numbers had been confusing, and the council was left with a lot of questions. Then there was a follow-up meeting with Debbie Wilde and Roger Sheffield at the time when Mind Springs was in the news. Administrator Reynolds said he wanted to

learn what direction the council wanted to go with the project. He offered that Debbie Wilde and/or Mind Springs could be invited back to council, or the council could look at the IGA and determine for themselves what the value was. He said there were safeguards built into the IGA to protect the towns and there was the opportunity to withdraw from the IGA with notice if necessary.

The council decided that they did not feel another meeting with Mind Springs was necessary and agreed that the IGA should come to council when it was ready. The council could finalize their decision on the amount of funding they wished to provide at that time.

Consider Resolution TC 2022-25 - a Resolution of the Town Council of the Town of New Castle, Colorado, Revising Invoice Approval Procedures

Administrator Reynolds told the council that they had spoken about the invoice approval procedure at the August 16 council meeting, and the fact that the numbers in the previous resolution were antiquated. He said the proposed change was a matter of staff time and efficiency. Administrator Reynolds said that staff was proposing to change the invoice amount requiring approval from the town administrator or finance director from \$1500 to \$3000 and the invoice amount requiring approval from the finance committee from \$5000 to \$10,000.

MOTION: Councilor Leland made a motion to approve Resolution TC 2022-25, a Resolution of the Town Council of the Town of New Castle, Colorado, Revising Invoice Approval Procedures. Councilor G Riddile seconded the motion and it passed unanimously.

Consider Ordinance TC 2022-11 - an Ordinance of the New Castle Town Council Repealing Emergency Ordinance TC 2020-5 (1st reading)

Clerk Harrison said that at the September 6, 2022, council meeting the council had discussed whether they felt it was necessary to keep the emergency ordinance in place. The council decided that it was no longer necessary and directed staff to bring back an ordinance either repealing or altering emergency Ordinance TC 2020-5.

Clerk Harrison explained that the proposed ordinance TC 2022-11 will repeal Emergency Ordinance TC 2020-5 entirely.

MOTION: Councilor G Riddile made a motion to approve Ordinance TC 2022-11, an Ordinance of the New Castle Town Council Repealing Emergency Ordinance TC 2020-5 on 1st reading. Councilor Mariscal seconded the motion and it passed on a roll-call vote: Councilor Leland: yes; Councilor Hazelton: yes; Councilor Copeland: yes; Councilor Carey: yes; Councilor G Riddile: yes; Mayor A Riddile: yes; Councilor Mariscal: yes.

MOTION: Councilor Leland made a motion at 7:33 p.m. to go into Executive Session for discussion of a personnel matter under C.R.S. Section 24-6-402 (f)(I) for an evaluation of the Town Administrator, 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. Councilor 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 7:55 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 and Town Administrator Dave Reynolds. 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

~~September 6, 2022 minutes removed~~

Kum & Go Fermented Malt Beverage Liquor License Renewal

MOTION: Councilor Hazelton made a motion to approve the consent agenda without the September 6, 2022 minutes. Councilor Carey seconded the motion and it passed unanimously.

Staff Reports

Town Administrator – Administrator Reynolds told the council that there was a moose in town, and it was last seen headed north through Lakota. Administrator Reynolds said that the town had message boards going regarding bears. He said that staff had been working with CPW to come up with a possible an open house with the bear coalition to discuss bear awareness. Administrator Reynolds reminded the council that the retreat would be on Saturday, from 9am to 2pm. He gave each council member a questionnaire to complete regarding possible topics for discussion if anyone had any suggestions. Administrator Reynolds said there had been a lot of positive feedback regarding Burning Mountain Festival. He said the parade and car show were very successful and he had heard from residents that they appreciated it. Administrator Reynolds said that the residents needed that. Administrator Reynolds said that he wanted to talk with the council about a conversation he had the previous week with the department heads. He said that staff is seeing stress and pressure among residents. A big stressor is upcoming development which is coming full steam after a period with no activity. With it comes concern about

water, fire, and controlled growth. Additional factors creating stress include: political divides in national news; inflation, gas and food prices; high cost of living in the region bears; traffic concerns and the roundabout; and canyon closures. In addition, the survey put out by the town had people questioning what the town was thinking; the dog park plans raised concerns; press coverage of the former police chief was troubling; local businesses face staffing issues; and analysts predict recession.

He said staff had talked about what they could do in the face of a stressed population. Maintaining good customer service was important. Administrator Reynolds said that one of the reasons he had brought it up to staff was because he wanted them to be aware the town was already getting more cranky calls from residents (because of everything that the community was going through). Administrator Reynolds said that he had a three-hour meeting that started with a phone call from someone who had attended a land use meeting. He said the caller brought a dozen people with her to a meeting with him. Planner Smith and Assistant Planner Lauren Prentice attended as well. He said that he was asked the same questions at the BLD Group's open house, and with the permission from their attorney, he answered them. Administrator Reynolds said that group he had previously met with later told him that without having the information he had given them, they would have picked the BLD Group application apart. He said that others at that other at the meeting had many misconceptions, but many of them were worked out.

Administrator Reynolds said that the message to the staff was that there were concerned residents out there, and that the town was in a position to provide all the information they needed and to let them know they had been heard. Administrator Reynolds offered ideas for communicating with the public, such as listening session/open house where residents could get information. He noted that staff had heard from the residents that they wanted a fire evacuation plan, and Fire Marshall Orrin Moon agreed. Administrative Assistant Rochelle Firth had been working on that plan along with the fire district. The town will have a published emergency evacuation plan, which will go a long way in helping the residents with that fear. Administrator Reynolds said that staff had been talking to the Lakota HOA about the flammable building materials used in Lakota homes, which raises fire safety concerns. He suggested discussing residents' fears and worries at Saturday's retreat and possible proactive responses. Administrator Reynolds said that many of the things staff heard at P&Z and council meeting were simply a lack of knowledge, and he felt there could be better ways of informing the public. Councilor G Riddile asked how much was actually related to development. Administrator Reynolds said he thought perhaps half of it. He said that he felt that the development questions had made people aware of the other questions, and certainly the police chief issue spurred some conversations. Councilor G Riddile said that he felt the town had done a lot over the years to let residents know what was going on. He said that he appreciated the amount of empathy Administrator Reynolds was giving the residents, but he felt that some of it was on the developers to explain themselves. Councilor G Riddile said it was something perhaps they could discuss at the retreat.

Councilor Leland said that it was great news that the Fire Marshall was on board with an evacuation plan. He said that the CEC had been working on fire issues for more than a year with the fire department but had not been able to get interest in an evacuation plan. Councilor Leland felt that a written plan would be very helpful for the public. Administrator Reynolds said that it was a big day because it was Clerk Harrison's 12-year anniversary. The council congratulated her. Administrator Reynolds said that the dog Molly had been picked up, and they were working on locating the other dog, although the animal shelter was not being forthcoming with information, and they had to go back to court.

Town Clerk – Mayor A Riddile asked Clerk Harrison to tell the council about her jury duty experience. Clerk Harrison said that she had spent the previous Friday and Monday on a jury selection panel on an attempted murder case, but ultimately was not selected. She said it was fascinating and that she was disappointed that she was not on the jury. She said that there was an article in the newspaper about it if anyone was interested. Clerk Harrison said that Burning Mountain Festival was fun and that her department had made some improvements from last year and had some good takeaways for next year's beer tent. Clerk Harrison said that the jury trial in the municipal court that had been scheduled for the end of September had been cancelled. She said that was unfortunate from the standpoint that the practice would be good as her staff had not managed a jury trial in about 11 years. Clerk Harrison thanked the council for getting the Filing 11 information she had requested to her quickly. She said her work on the lawsuit had been extensive and taken a lot of time. Clerk Harrison said that she and Deputy Town Clerk Remi Bordelon had been studying the surcharges that were being charged to River Park Condominiums. There were two and it appeared that one of them had expired and the other went until 2038. The latter one was confusing in that they could not determine how the rate had been decided, and by what parameters the rate had been marginally increased over the years. Clerk Harrison said she had been working on a rotation program for all the computer systems the town owned. She said that she would have information to the treasurer within a few days for the 2023 budget. She said there were not too many that needed to be done in 2023. Clerk Harrison told Councilor Carey that registration for the Effective Governance Workshop that she wanted to attend was still not open, but she will register as soon as it was. Clerk Harrison said she will meet with the new partner of 2 Coronas on Friday to discuss transfer of the liquor license. Councilor G Riddile asked if there was any language barrier. Clerk Harrison said that she did not think there was as she had worked with the current owner before, and the communication was fine. She said the current owner was taking on a partner. Clerk Harrison said that she talked to the partner on the phone and the communication seemed fine there as well. Councilor G Riddile said that looking back at the Black Bear hearing, he felt that it might be a good idea to have an interpreter. The council and Clerk Harrison discussed it and the council felt a third-party interpreter during the council meeting hearings was appropriate. Clerk Harrison said that she will locate an interpreter. Clerk Harrison said that at the October 4 council meeting the council will do Treasurer Burk's employee review, and she said she will send the evaluation form to the council members for that. She said that if anyone wanted paper forms to let her know.

Town Treasurer – Treasurer Burk pointed out that in the budget packet in addition to the

general fund was the utility fund, and it was looking good as it was up \$306k. She also said there were two small funds, the cemetery and conservation trust fund and she asked that the council take a look at those as well. Treasurer Burk told the council that she had hired a finance assistant. Her name is Michelle Mills and Treasurer Burk said she will start work the following week. Treasurer Burk said that American Fidelity had been at town hall for two days for the annual health insurance reenrollment.

Town Planner – not present.

Public Works Director – not present.

Commission Reports

Planning & Zoning Commission – Councilor G Riddile said the P&Z had a busy meeting the week before. He said they had heard from Jim Colombo who had submitted a revised plan to reduce the density in the Eagles Ridge Subdivision. Councilor G Riddile said that they also heard the Romero Group for preliminary for their multi-use development, and it was approved with conditions.

Historic Preservation Commission – Councilor Hazelton said they installed plaque for the old schoolhouse. He said there was a good meeting afterwards regarding the historic property survey.

Climate and Environment Commission – Councilor Leland said that CEC had decided to wait until the February grant cycle for the EV charging station. He said the charger on the Kamm lot was easy, but the high-speed charger for the Plaza was more complicated. Kevin from New Castle Coffee was spearheading the project and was very enthusiastic but not getting very far. Councilor Leland said that Kevin was nervous about meeting with the owner of the property. He asked if anyone had a good relationship with Rue Balcomb because it might be helpful for him to have someone with him. Councilor Leland said that once Ms. Balcomb was on board, they had to get Xcel in to determine the electrical needs, and then there was the matter of the \$15k match. Ideally, he said it would be on business property and will be good for the businesses, but there were only about ten small businesses, and he was not certain they would be able to come up with the \$15,000.00. Councilor Hazelton suggested Alpine Bank. Administrator Reynolds said suggested the New Hope Church property because they owned the eastern section of the parking lot. Senior Program – nothing to report.

RFTA – Mayor A Riddile said they discussed the possibility of mobile ticketing through an app on smart phones, and they discussed the budget.

AGNC – Councilor Hazelton said they would meet the next day and the meeting will consist of mostly housekeeping items and then it will move into round two of the economic development meeting.

GCE – nothing to report.

EAB – nothing to report

Council Comments

Councilor Leland said that Burning Mountain Festival was good, and the vendors had done well.

Councilor Leland said that if anyone had anything for newsletter to let him know.

Councilor Copeland asked for declaration pages for the town's CIRSA insurance so that she could review them.

Councilor Copeland said that she would like to talk about communicating with citizens, and ways to reach out to them.

Councilor Leland said that the Next Door social media platform caused rumors to explode.

Councilor Mariscal said that she had been introduced to Tiffany Pehl of AGNC.

Councilor Mariscal said she will be teaching how to make tortillas the following Monday from 11 to 12 for anyone was interested. She said the proceeds will go to the Spanish cooking classes.

Councilor Mariscal thanked the mayor for open house that was held on September 7.

Councilor Mariscal said that on September 27 there will be a meeting in the library at 7:00 p.m. about the water in Apple Tree.

Councilor Mariscal said that she will likely be Zooming into the next council meeting.

Councilor Carey said that she will not be able to attend the retreat.

Councilor Carey said that the foam pit at Burning Mountain Festival was fantastic.

Councilor Carey said that she wanted to talk with the council about holding 'coffee with a council member' meetings with the public because she receives a lot of contact from people in town.

Mayor A Riddile said that the council retreat will be Saturday from 9 to 2, across the street at community center.

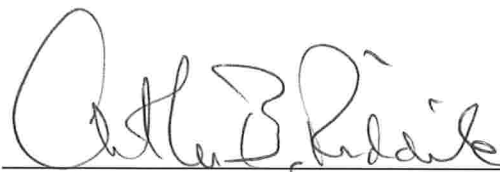
Mayor A Riddile said that the staff will get a \$100 bonus in their paychecks for their dedication to events. He said they will also receive a half-day of vacation time.

Mayor A Riddile thanked everyone on the council for being a great council. He also thanked staff.

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

The meeting adjourned at 8:48 p.m.

Respectfully submitted,



Mayor Art Riddile


Town Clerk Melody Harrison, CMC