

**New Castle Town Council Regular Meeting  
Tuesday, June 3, 2025, 7:00 PM**

**Call to Order**

Mayor Art Riddile called the meeting to order at 7:00 p.m.

**Pledge of Allegiance**

**Roll Call**

Councilor Carey  
Councilor Mariscal (ZOOM 7:25)  
Councilor Hazelton  
Mayor A. Riddile  
Councilor Leland  
Councilor G Riddile

Absent      Councilor Copeland

Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds, Town Planner Paul Smith, Town Treasurer Viktoriya Ehlers, Deputy Town Clerk Samantha Sorensen and members of the public.

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

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

**Meeting Notice**

Clerk Andis verified that her office gave notice of the meeting in accordance with Resolution TC 2025-1.

**Conflicts of Interest**

There were no citizen comments

**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**

**Proclamation Recognizing June as Pride Month**

Administrator Dave Reynolds said Ashley Stahl Executive Director at Queer Resource Center ran by Cook Inclusive made a request to the town to observe June as Pride Month.

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1 Staff asked the council at the last meeting for their thoughts about the proclamation. The  
2 council agreed to have a proclamation and Councilor Leland and Councilor Carey made a  
3 few edits of the proclamation that was provided by Ashley.

4 Mayor A. Riddile asked the council if they had any comments.

5 Mayor A. Riddile stated he was not in favor of the proclamation because he objects to  
6 people asking for proclamations.

7 Mayor A. Riddile read the proclamation into the record.

8 Ashley said she is the founder of Queer Resource Center and thanked the council for  
9 recognizing June as Pride Month. Ashley gave a brief speech explaining the importance of  
10 the proclamation.

11  
12 Councilor Hazelton said there is a remarkable story from Kaleb Cook about how the  
13 resource center had come about. He would like to hear his story at a future council  
14 meeting.

15  
16 **Presentation: Jake Staton – Colorado Parks and Wildlife – Bears**

17 CPW Officer Jake Staton gave an update for what they are forecasting of bears this year.  
18 Officer Staton reviewed his report of bear conflicts since 2022 with the council  
19 (**Exhibit A**). Officer Staton said the hot spots for the town is between 4<sup>th</sup> & 5<sup>th</sup> Streets,  
20 which is largely due to trash. Another hot spot is Rodriack Lane due to the fruit trees.  
21 Officer Staton said there is a nonprofit that he works with "Uproot Colorado" who will  
22 come and pick the fruit and donate the fruit to food banks. He said another hot spot is the  
23 Lakota Senior Apartments because of the trash container not being enclosed or a bear  
24 proof container. He said another issue that CPW is running into is bee keeping. Officer  
25 Staton said CPW will provide fencing if it's practical. Officer Staton asked if there was a  
26 way to get information out to new homeowners about bears. They have a lot of  
27 information in their office and would be willing to share with the town.

28 Councilor Carey asked staff to add bear aware material to the "Welcome Packet" for new  
29 tenants and homeowners.

30 Councilor G. Riddile asked if there is information that could be put on doors knockers and  
31 placed in the troubled parts of town. Administrator Reynolds said yes, that is something  
32 that the town has done in the past. Mayor A. Riddile suggested hiring high school kids to  
33 pass out door knockers and don't want to see staff doing it. Officer Staton said that NOAA  
34 is predicting a severe drought for Garfield County for this year. Officer Staton said with  
35 the prediction of drought means there would be more conflicts with bear due to lack of  
36 foliage in the high country.

37 Officer Staton said that he just finished the fishing clinics for the year at Alder Park. Every  
38 3<sup>rd</sup> grade class from New Castle for the past 28 years and the state has given out about  
39 700 fishing poles to kids who attends the fishing clinics. Officer Staton Thanked the Parks  
40 Department for keeping the park looking nice and clean; and they are doing a great job.

41 Councilor Leland invited Officer Staton to the Earth Day Celebration for 2026, and it would

1 be great to have some bear information.

2 Councilor Carey asked if CPW has seen an increase of Mountain Lion cases. Officer Staton  
3 said CPW relies on harvesting to help control the lion population. He said they have seen a  
4 decline of harvested lions. Therefore, it is likely to start having encounters with lions.

5 **Introduction to New Staff Member – Deputy Town Clerk Samantha Sorensen**

6 Town Clerk Mindy Andis introduced Deputy Town Clerk Samantha Sorensen to the council.  
7 Clerk Andis said Deputy Clerk Sorensen started on Tuesday, May 27, 2025, and has  
8 already attended a P&Z Commission Meeting. Clerk Andis said Deputy Clerk Sorensen is  
9 fitting in well and learning very quickly. Deputy Clerk Sorensen introduced herself and  
10 explained some of her background to the council. The council welcomed Deputy Clerk  
11 Sorensen to the team.

12 **Bag Fee Business Grant Application - CEC**

13 Councilor Leland explained the CEC has created a Business Grant Application to give grant  
14 money to local businesses from the Bag Fee money. CEC will distribute the application to  
15 town businesses before the end of June. On the application describes what the grant  
16 money is for and how it can be used. Included in the application is information about the  
17 business and what the business wants to do with the grant money.

18 Councilor Carey asked if the business have to come up with a new project on their own.

19 Councilor Leland said the money is for new projects not to pay for products bought last  
20 year.

21 Administrator Reynolds asked if the grant was a prepay grant money or the business  
22 needs to show proof they have already spent the money, and the town would reimburse  
23 with the grant money. Councilor Leland said the business would need to bring in a receipt  
24 and then a check would be cut for the grant money. Councilor Leland said he would add  
25 that requirement as part of the application.

26 Administrator Reynolds asked how the grant applications would be sent out, distributed or  
27 advertised. Councilor Leland said either by mail, email, hand delivered, Visit New Castle  
28 Facebook page and the Friday e-newsletter.

29 Recess the Town Council Meeting, Convene as the Local Liquor Licensing Authority

30 **MOTION: Councilor A. Riddile made a motion to recess the Town Council**  
31 **Meeting and Convene the Local Liquor Licensing Authority. Councilor**  
32 **Hazelton seconded the motion, and it passed unanimously.**

33 **Consider an Application from the New Castle Chamber of Commerce for a Special**  
34 **Event Liquor License for their Block Party Event on June 13, 2025**

35 Clerk Mindy Andis said her office had received the special event liquor license on May 2,  
36 2025. The event is for the Chamber of Commerce Block Party. The event will be held on  
37 June 13, 2025, from 5:30pm to 9:00pm. The license is from 9:00am – 11:00pm which  
38 would give the Chamber of Commerce enough time to set up and tear down. Staff is

1 recommending the last call to be half an hour before the end of the event. New Castle  
2 Chamber of Commerce has legal possession of the intended premises through a rental  
3 agreement. The event includes one food truck, The Rolling Fork has been approved by Garfield  
4 County Health Department. Siobahn Milholm is ServSafe certified and will oversee alcohol  
5 service. If the Authority's consensus is to approve the attached application for a special event  
6 liquor permit for the New Castle Chamber of Commerce, the Clerk's Office staff recommends  
7 that Authority consider the following conditions:

- 8 • That a 100% ID check be conducted because only individuals that meet the eligible  
9 drinking age of 21 should be served alcohol.
- 10 • That 'last call' for service of alcoholic beverages be a half-hour prior to the end of the  
11 event to allow patrons to finish their beverages before leaving the venue.

12  
13 The Clerk's Office staff recommends approval of the application.

14  
15 Councilor Leland asked what time the event starts. Chamber Vice President Kevin Hansen said  
16 the event is from 5pm-9pm. Councilor Leland asked if the alcohol was going to be at the park  
17 at 9am for a 5pm start. Mr. Hansen said the alcohol would probably be delivered to the park  
18 between noon & 5pm. Mr. Hansen said the chamber does have a few staff members and  
19 business members and volunteers that are Tips trained who would also help to serve. Mr.  
20 Hansen said they have not had any issues with overserving or serving minors during the  
21 event. Mr. Hansen said the chamber has hired Citadel Security for professional security during  
22 the event.

23  
24 **MOTION: Councilor G. Riddile made a motion to approve a Special Event Liquor**  
25 **License from the New Castle Chamber of Commerce for their Block Party Event**  
26 **on June 13, 2025. Councilor Carey seconded the motion, and it passed**  
27 **unanimously.**

28 **Consider an Application from the New Castle Recreation for a Special Event**  
29 **Liquor License for their Sampling Events on July 31, 2025, and August 28, 2025;**  
30 **Special Event for Burning Mountain Festival on September 12 &13, 2025; Special**  
31 **Event for Chili Cook-off on December 5, 2025.**

32 Town Clerk Mindy Andis said the event was something the town had been doing for a  
33 number of years. She said it was a way for the two liquor stores in town to be included in  
34 the community market. Each store will host one sampling garden. Clerk Andis said that  
35 the Recreation Department would handle both events. The samplings will take place on  
36 July 31, 2025, and again on August 28, 2025.

37 Clerk Andis said that the application was complete and had been properly noticed.

38  
39 Clerk Andis told the council that the application was for Burning Mountain Festival that will  
40 be held on Friday and Saturday, September 12 and 13, 2025. Again, she said the event  
41 will be like in past years with the Town Hall Staff would staffing the alcohol garden. She  
42 said that Town Hall staff were all Tips trained certified, and that the alcohol will be in the  
43 gazebo, and drink tickets sold at a different location. Clerk Andis said that the application

1 was complete and had been properly noticed.

2  
3 Clerk Andis said the New Castle Recreation Department is requesting a special event  
4 liquor license for Chili Cook-off Competition on December 5, 2025, in Burning Mountain  
5 Park. The application requests a permit time from 5:00pm to 9:00pm. The event will be  
6 held from 5:30pm to 8:00pm. The extra time is to allow for set up and teardown. Town  
7 Staff will be serving and are Tips trained. Staff recommend approval of the special event  
8 liquor license.

9  
10 **MOTION: Mayor A. Riddile made a motion to approve a Special Event Liquor**  
11 **License for their Sampling Events on July 31, 2025, and August 28, 2025; Special**  
12 **Event for Burning Mountain Festival on September 12 & 13, 2025; Special Event**  
13 **for Chili Cook-off on December 5, 2025. Councilor Hazelton seconded the motion,**  
14 **and it passed unanimously.**

15  
16 Adjourn the Local Liquor Licensing Authority, Reconvene the Town Council Meeting

17 **MOTION: Councilor Hazelton made a motion to recess the Local Liquor**  
18 **Licensing Authority and Convene the Town Council Meeting. Mayor A.**  
19 **Riddile seconded the motion and it passed unanimously.**

20 **Resolution TC2025-15 – Approving an Agreement with the Colorado Bridge and**  
21 **Tunnel Enterprise.**

22 Administrator Reynolds said the replacement of the Green Bridge at the west end town is  
23 being replaced. The current bridge has an attached pedestrian bridge to the vehicle bridge  
24 and the new design for the bridge will have a separate pedestrian bridge. Administrator  
25 Reynolds explained that in order for the town to take possession of the old bridge CDOT,  
26 Colorado Bridge and Tunnel Enterprise is asking the town for a resolution that the town  
27 will consider an agreement. There is no agreement yet. The agreement will come after  
28 they have received a resolution from the town.

29 **MOTION: Councilor Leland made a motion Approve Resolution TC2025-15 –**  
30 **Approving an Agreement with the Colorado Bridge and Tunnel Enterprise. Mayor**  
31 **A. Riddile seconded the motion and it passed unanimously.**

32  
33 **Consent Agenda**

34 Items on the consent agenda are routine and non-controversial and will be approved by  
35 one motion. There will be no separate discussion of these items unless a council member  
36 or citizen requests it, in which case the item will be removed from the consent agenda.

37  
38 May 20, 2025 minutes

39 May Bills \$946,765.98

40 **MOTION: Mayor A. Riddile made a motion to approve the Consent Agenda.**

1 **Councilor Hazelton seconded the motion, and it passed unanimously.**

2  
3 **Staff Reports**

4 **Town Administrator** – Administrator Reynolds said the town officially owns the 335 W.  
5 Main Street. The seller of the property has donated \$25,000 to the town. Mayor A. Riddile  
6 asked for a thank you card to be sent to the seller. Administrator Reynolds said he has  
7 gotten a request from Lift-Up for money. He said he has directed them to the grant  
8 application and asked them to fill out an application. Administrator Reynold said he has  
9 spoken with Executive Director Jeanne Golay of Lova Trails about the MOU between the  
10 town, Lova Trail and Nutrient Farms for building a trail across Nutrient Farms property.  
11 The MOU has expired and Lova Trails is asking to renew the MOU. The MOU would be Lova  
12 Trail, Town of New Castle and Nutrient Farms working together in the future for building  
13 trail. Councilor Carey said she had a concern with Nutrient Farms wanting us not to give  
14 them a negative referral in order for them to sign the MOU. Administrator Reynolds said  
15 the town has some concerns not necessarily negative; there was just not enough  
16 information for the town to make a referral. Administrator Reynolds suggested if there is  
17 an MOU to be considered to have owner of Nutrient Farms Andy Bruno come to a council  
18 meeting and give another presentation. Councilor G. Riddile said he was fine with the  
19 MOU as long as it is the same as the old MOU. Administrator Reynolds said the MOU would  
20 be slightly different because the MOU was before Mr. Bruno actually owning the property.  
21 Administrator Reynolds said Devereux Polo Cup is June 15, 2025, at Stout Ranch. The  
22 event is a fund raiser for the New Castle Historical Society. Administrator Reynolds said  
23 the face of the museum has new paint and staff is in the process of ordering a new sign  
24 with the AGNC grant money the town was awarded. He said he had received a letter from  
25 the historical society with a list of repair items for the town to do. Administrator Reynolds  
26 said New Castle Trails Group have been doing some maintenance on the bike trails.  
27 Administrator Reynolds said he had spoken to some of the racers who participated in the  
28 Adventure Race on Sunday, June 1, 2025. He said the racers really enjoyed our trails.  
29 Administrator Reynolds said he has also been working with RFMBA and New Castle Trails  
30 on the bike park. Administrator Reynolds said he has gotten the report from Colorado  
31 River Fire Rescue (CRFR) regarding the gas leak incident from a few weeks ago if council  
32 would like to see it. Administrator Reynolds said staff has been researching proclamation  
33 policies in other towns. He said generally they are straight forward. Councilor Mariscal  
34 said she would like to have a work session on creating a proclamation policy.  
35 Administrator Reynolds said there was police activity on County Road 335 with shots fired.  
36 The New Castle Police Department had four officers on duty and called in two more. He  
37 said every agency in the area responded to the call. The New Castle Police Department  
38 had to call in the Garfield County Swat to assist. The police were able to extract two  
39 suspects out of a Conex box that they were hiding in. The New Castle Police Officers did a  
40 great job handling the situation. Administrator Reynolds said after the arrests were made  
41 there had to be a search to be done, to make sure there were no other suspects or



1 victims. The incident is still under investigation. Councilor G. Riddile asked with so many  
2 agencies involved. Will there be a period of debriefing? Administrator Reynolds said yes  
3 there will be multiple debriefings. Administrator Reynolds said Drifters were before the  
4 council two weeks ago and discussed how they were going to clean up the backyard. The  
5 backyard is still not cleaned up and now there are some other issues with the food truck  
6 that is over at Drifters. Administrator Reynolds said he will be sending a letter of violation  
7 to Drifters along with Conditional Use Permit questions. Administrator Reynolds said the  
8 town has been working with the family of someone who is currently in jail to clean up his  
9 property. The owner of the property was issued a ticket for maintenance of property  
10 shortly before he got arrested. The property has been cleaned up.

11 **Town Clerk** – Clerk Andis said she been busy training Deputy Sorensen.

12 **Town Treasurer** – Treasurer Ehlers said her department is finishing up the property and  
13 casualty insurance renewal. She said the audit has been fully submitted. Treasurer Ehlers  
14 said she had received an email from CEBT the town's health insurance company, about  
15 the prediction of rates for next year. The prediction for next year's increase will be  
16 between 10-16 percent. She will know more in July.

17 **Town Planner** – no present

18 **Public Works Director** – not present

### 19 **Commission Reports**

20 **Planning & Zoning Commission** – Councilor G. Riddile said they did meet. The meeting  
21 was for a Preliminary and Final land use application Coal Seam. The meeting was  
22 continued to July 23, 2025, because the application was incomplete. The development will  
23 be next River View Park Condos.

24 **Historic Preservation Commission** – Councilor Copeland was not present to give an  
25 update.

26 **Climate and Environment Commission** – Councilor Leland said they had created the  
27 Business Grant Application form. He said CEC had worked with Roaring Fork Outdoor  
28 Volunteers for a cleanup on the Colorow Trail. RFOV also made some repairs to the trail.  
29 Councilor Leland said their next project is working on the CEC webpages on the town's  
30 website.

31 **Senior Program** – Clerk Andis said there is nothing new to report.

32 **RFTA** – have not met

33 **AGNC** – Councilor Hazelton said there was discussions on funding and Severance Tax.  
34 There is a possibility that the towns won't be getting the Severance Tax from the state.

35 **GCE** – have not met

36 **EAB** – have not met

37 **POSTR** - have not met

### 38 **Council Comments**

39 Councilor Mariscal said she missed having the ZOOM link on the council agenda. She  
40 reminded the council to be respectful to each other.

41 Councilor Carey said she has concern about how short the last couple sets of minutes  
42 were and the minutes are the towns legal document for the council.

1 Councilor Hazelton said with the incident that occurred on County Road 335 the town  
2 needs to make sure the New Castle Police Department have everything they need and feel  
3 comfortable doing their job safely along with training. Councilor G. Riddile said he would  
4 like to see at least two officers on duty at all times if possible. Councilor Mariscal said the  
5 town needs to make sure the officers have access to good mental health services if  
6 needed. Councilor Hazelton said there have been great events over the past weekend.  
7 Mayor A. Riddile said there was some vandalism reported on the property on County Road  
8 335 across from the River View Park Condos. There was a backhoe that had the windows  
9 smashed out. Mayor A. Riddile suggested making a proclamation for Coal Ridge High  
10 School Boys Baseball winning the 3A state championship. Councilor Leland said he would  
11 work on the proclamation. Mayor A. Riddile said the Memorial Day event at the cemetery  
12 was good with a good turnout. He said the Police Department Bike Rodeo had roughly 150  
13 – 200 kids. He said there was also a volleyball tournament going on at the same time with  
14 16 teams. He said the Adventure Race also happened with 100 participants. Mayor A.  
15 Riddile said the town needs to look at marketing the events and get staff together to have  
16 a celebration on the great job that is done with the events.

17 **Items for Future Council Agenda**

18 Consider proclamation policy work session.

19 Proclamation for Coal Ridge High School Boys Baseball winning the 3A state  
20 championship.

21 **Adjourn**

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

24  
25 The meeting adjourned at 8:31p.m.

26  
27 Respectfully submitted,

28  
29  
30  
31  
32  
33  
34  
\_\_\_\_\_  
Mayor Art Riddile

\_\_\_\_\_  
Town Clerk Mindy Andis, CMC