

1 **New Castle Town Council Regular Meeting**
2 **Tuesday, April 21, 2026, 7:00 PM**
3

4 **Call to Order**

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

6 **Pledge of Allegiance**
7

8 **Roll Call**

9 Councilor Mariscal
10 Councilor Carey
11 Councilor Hazelton
12 Mayor A. Riddile
13 Councilor Copeland
14 Councilor Leland
15 Councilor G Riddile

16
17 Absent none
18

19 Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds,
20 Attorney Haley Carmer, Town Planner Paul Smith, and members of the public.
21

22 **Meeting Notice**

23 Clerk Andis verified that her office gave notice of the meeting in accordance with
24 Resolution TC 2026-1.
25

26 **Conflicts of Interest**

27 There were no conflicts of interest
28

29 **Agenda Changes**

30 There were no agenda changes
31

32 **Citizen Comments on Items not on the Agenda**

33 There were no Citizen Comments
34

35 **Consultant Reports**

36 Consultant Attorney – present for agenda items
37 Consultant Engineer – not present
38

39 **Items for Consideration**
40

41 **Consider Ordinance TC-2026-03 – Creating Chapter 10.28 of Town Code**
42 **Concerning Electric Assisted Bicycles (2nd reading)**

43 Administrator Reynolds said based on previous town council meetings, and following

1 town council recommendations, staff and our town attorneys have drafted
2 Ordinance TC 2026-3 which creates Municipal Code Section 10.28 addressing
3 areas of concern related to the use of E-Bikes within town limits. During a regular
4 town council meeting on April 7, 2026, town council voted for the approval of TC
5 2026-3 on first reading. Council's suggested that prior to second reading the town
6 attorney add a sentence which clarifies that the town will adopt by reference any
7 future state regulations which further define e-bike use.

8
9 **Public Hearing – Opened 7:03pm**

10
11 Coal Ridge High Student and New Castle resident said he rides an e-bike and is asking
12 town council not to take away his e-bike because it gets him outside and away from
13 screens. He said he is working and spending time with his friends outside. He said him
14 and his friends will be starting a business, and the e-bike will help him and his friends get
15 equipment around town for different jobs. He said he does understand that safety matters
16 and people should respect the laws. High School Student said he hopes the town council
17 doesn't make a decision based on a few bad examples of e-bike riders and punish
18 everyone. He said the e-bike helps him to be independent, to stay active and work hard.
19 He said the focus needs to be on education, safety, and actability on the restrictions.
20 Chief Curry said he would like to make it understood that the police department is not
21 here to take away anybody e-bikes and will not be restricting beyond what the State of
22 Colorado has already restricted. The idea of ordinance is to focus on the health and safety
23 of the community. The focus is on helmets, speed limits and dismount zones in the
24 downtown. The class 3 e-bike is already restricted by the State of Colorado for kids under
25 the age of 16. Chief Curry said primarily the ordinance is based on the interaction on
26 trails.

27 Cory Toposki New Castle resident, asked about the class 2 e-bike and what the rules are.
28 Chief Curry said there is no restrictions for kids for class 1 & 2 e-bikes. He said Class 1 is
29 treated the same as regular bike. Class 2 has a little bit of restrictions on the bike trails
30 but are allowed completely on the multi-use paths. He said the downtown sidewalks are
31 restricted for the e-bikes but can use the bike lane. Mr. Toposki asked if class 3 e-bike be
32 allowed in the downtown area. Chief Currey said yes on the e-bike lane. Mr. Toposki
33 asked if ID's will be required for the class 3 e-bikes. Chief Curry said in 2027 the labeling
34 on the e-bikes will go into effect. Mayor A. Riddile said the ordinance also applies to
35 electric scooters.

36
37 **Public Hearing – Closed 7:13pm**

38
39 **MOTION: Councilor Leland made a motion to approve Ordinance TC-2026-03 –**
40 **Creating Chapter 10.28 of Town Code Concerning Electric Assisted Bicycles (2nd**

1 reading). Mayor A. Riddile seconded the motion, and it passed on a roll call vote.
2 Councilor Leland: yes; Councilor Mariscal: yes; Mayor A. Riddile: yes; Councilor
3 Copeland: yes; Councilor Carey: yes; Councilor Hazelton: yes; Councilor G.
4 Riddile: yes

5
6 **Unswearing in – Mayor A. Riddile and Councilor Bruce Leland**

7 Clerk Andis gave the unswearing Oaths to Mayor A. Riddile and Councilor Leland.
8

9 **Oaths of Office - Mayor Grady Hazelton, Councilor Brandy Copeland, Councilor
10 Caitlyn Carey and Councilor Emily Sampley**

11 Clerk Andis swore in the newly elected mayor and members of the council: Mayor Grady
12 Hazelton; Councilor Brandy Copeland, Councilor Caitlin Carey and Councilor Emily
13 Sampley.

14
15 **Roll Call**

16 Present Councilor Mariscal
17 Councilor Carey
18 Mayor Hazelton
19 Councilor Copeland
20 Councilor Sampley
21 Councilor G Riddile

22
23 Absent None

24 **Conflicts of Interest**

25 There were no conflicts of interest
26

27 **Agenda Changes**

28 There were no agenda changes
29

30 **Proclamation Honoring Former Mayor Art Riddile**

31 Councilor Riddile read the proclamation into the record honoring Mayor A. Riddile for his
32 years of service to the community.

33 **Proclamation Honoring Former Councilor Bruce Leland**

34 Councilor Carey read the proclamation into the record honoring Councilor Bruce Leland for
35 his years of service to the community.

36 **Proclamation Recognizing Arbor Day**

37 Councilor Copeland read the proclamation into the record declaring April 24, 2026, as
38 Arbor Day in the Town of New Castle.

39 **Consider Resolution TC2026-11 A Resolution of the New Castle Town Council**

1 **Recommending Approval of a Conditional Use Permit for an Electrical Substation**
2 **in the Industrial Zone District.**

3 Planner Paul Smith reviewed his staff report with the council (**Exhibit A**).

4 Planner Smith said Xcel Energy to looking at the substation replacement on County Road
5 335 just east of Apple Tree Mobile Home Park. He said the current substation has reached
6 its life expectancy. Planner Smith said the replacement substation is too large to fit in the
7 current location. Excel does own property across the road and down from the current
8 substation. The property is within the Town of New Castle town limits and would be able
9 to fit a modern substation on the property.

10 **I. Background:**

11 *The Applicant proposes a new electrical substation at 6385 CR 335 to replace an*
12 *existing substation approximately 0.4 miles west on CR 335 in Garfield County. The*
13 *existing substation has reached the end of its service life and therefore warrants*
14 *replacement. However, due to the size limitations of the current lot and complications*
15 *with its topography, relocating the facility was deemed necessary. The current*
16 *substation will be demolished and the land reclaimed.*

17 *The project is comprised of equipment enclosures, transformers, various*
18 *transmission towers/lines, and fencing. The grade within the property will be raised*
19 *from 2ft to 4ft in order to mitigate flood risk. Two new driveways will be installed to*
20 *improve access. A 10' screened security fence on top of a retaining wall will surround*
21 *the property.*

22
23 *The proposed substation is eligible for conditional use review because it is not listed as*
24 *a permitted or prohibited use under Section 17.52.050. On March 25th, 2026, the*
25 *Planning Commission (P&Z) held a public hearing approving resolution PZ 2026-3*
26 *found in the packet. In accordance with the procedures set forth in Municipal Code*
27 *Chapter 16.08.040. Within sixty (60) days from the date of the Planning Commission's*
28 *written decision on an application, or within such time as is mutually agreed by the*
29 *Town Council and the applicant, the Town Council shall approve the application, with or*
30 *without conditions, or deny the application.:*

- 31 1) Approve the CUP unconditionally;
32 2) Approve the CUP with conditions;
33 3) Deny the CUP.

34 **II Application Materials:**

35 *The purpose of this conditional use review is to determine if the nature of the*
36 *proposed use is appropriate to the location and character of the New Castle*
37 *Industrial Zone.*

1
2 **1) Site Plan:**

3 a. *Adjacent land uses and location of adjacent structures;*

4 *Adjacent land uses include mini-storage (Royal construction yard, Gabossi*
5 *Storage, C'Mon-Back Storage), low hazard industrial (National Propane, NAP*
6 *distributing, Bramco Bld.), factory uses (VR Cabinetry Chop, Granite Shop),*
7 *business (All Dogs and Cats), and Town open space adjacent to the Colorado*
8 *River.*

9
10 b. *Boundary and size of lot;*

11 *The project spans 2.478 acres. The Industrial zone does not regulate*
12 *for lot coverage or required open space.*

13
14 c. *Building location, height and setbacks;*

15 *Permitted setbacks are as follows:*

- 16 a) *Front – 25ft*
- 17 b) *Rear – 10ft*
- 18 c) *Side – 5ft*

19
20 *Per the site plan, all utility infrastructure demonstrate conformance with*
21 *the allowed setbacks. Section 17.52.090 limits a structure's wall height to no*
22 *more than 30'. However, section 17.04.050 of the code exempts "poles,*
23 *lines, cables, or other transmission or other distribution facilities of public*
24 *utilities" from this provision. The application indicates a maximum structure*
25 *height of 65'.*
26



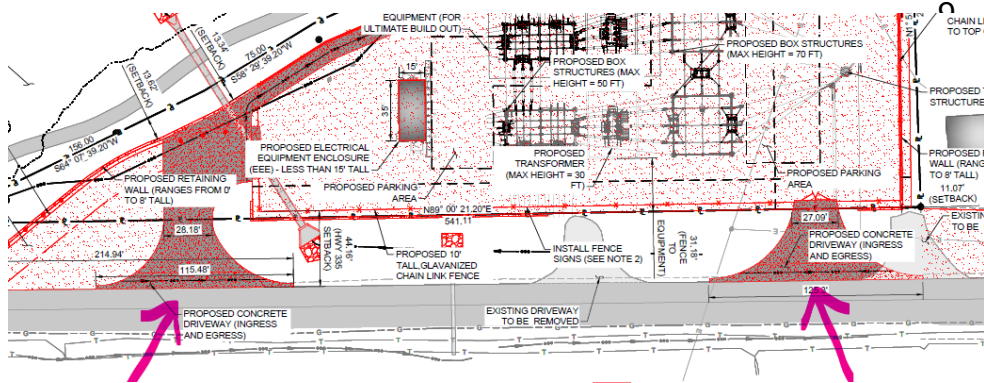
27
28
29 d. *Off-street parking and loading areas;*

30
31 *Two access driveways connecting County Road 335 will allow for pass-*
32 *thru ingress and egress. The site plan projects 12-15 parking spaces*
33 *available for maintenance workers. The traffic impact analysis concludes that*
34 *future operations will function at acceptable levels with the current alignment*

1 of CR 335 and proposed driveways, so no additional turn lanes or accel/decel
2 lanes should be necessary. During construction, traffic control will be
3 provided as necessary for staging and road tie-ins. A construction
4 management plan will be submitted prior to permitting.
5

6 e. Points of ingress and egress;

7
8 The project proposes two driveways, one at either end of the property.



15
16 f. Service and refuse areas;

17 Need for regular trash service is not anticipated.
18

19 g. Signs and exterior lighting;

20 Signage renderings were not provided in the packet. However, all
21 signage shall comply with the sign code. Temporary traffic control signs
22 along CR 335 can be expected during the replacement process. Traffic
23 control plans are subject to a ROW permit as regulated by the Public Works
24 Department.
25

26 Exterior lighting is currently proposed as flood lighting. As a condition of
27 approval, all exterior lighting shall conform to dark-sky standards and shall
28 always be shut off other than for emergencies or maintenance. Otherwise,
29 exterior lighting shall comply with section C405.2.7 of the energy code.
30 C405.2.7 includes provisions for sensors, timers, and lighting reduction as
31 necessary.
32

33 h. Fencing, landscaping and screening;

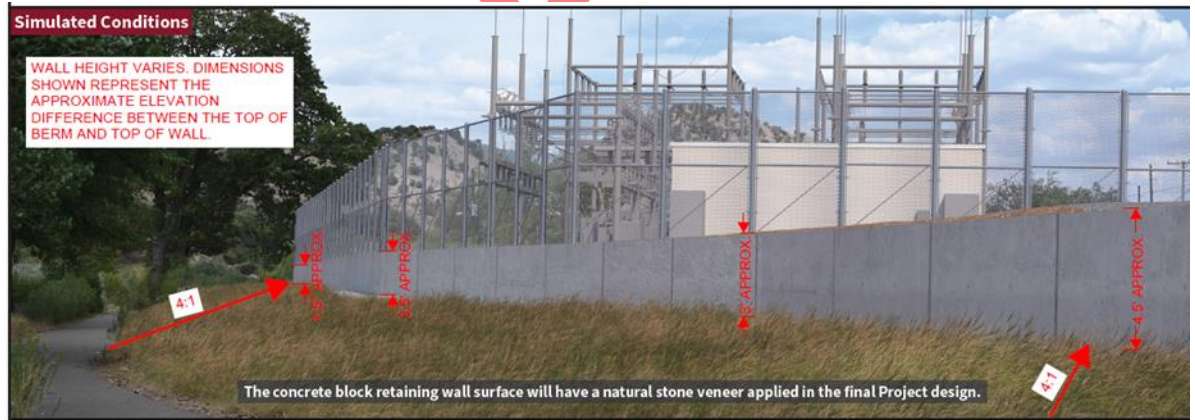
34 The Applicant proposes mesh wire fencing in the immediate vicinity of the
35 facility. Moreover, the proposal will be subject to section 17.52.060 for the
36 industrial zone. The perimeter shall be screened with:

37 "trees and shrubs on at least twenty-five (25) percent
38 of their private property lines in compliance with Chapter
39

1 12.20, and with the approval of the New Castle parks
2 and recreation committee. Review of screening by the
3 parks and recreation committee shall be completed prior
4 to the issuance of a building permit.”
5

6 Because of the structure’s considerable height and visual impacts to
7 properties both adjacent and further towards the north, Staff and the
8 Applicant have collaborated to expand the screening to the greatest extent
9 possible. Other than the north property lines, additional trees have been
10 introduced to attenuate visual impacts to users of the bike path and
11 onlookers from New Castle’s downtown area. As explained to P&Z the grade
12 along the north property line (adjacent to CR 335) was inhospitable to
13 additional landscaping.

14 The placement of a modest landscape berm along the bike path to
15 obscure the up to 8’ high retaining wall along the bike path has been
16 discussed. Even with all recommendations implemented, the screening
17 methods above will obscure the facility only partially.
18



19
20
21 i. Compliance with performance standards;

22
23 Performance Standards are a commitment from the Applicant to minimize
24 potential nuisances. The Applicant has signed the commitment letter. The
25 proposal does not expect to exceed the Town’s noise statutes at 80dB, but
26 will consider dark-sky compliant lighting.
27

28 j. Anticipated utility requirements;

29
30 Town services (i.e. water and sewer) are not provided to the property.
31 However, the proposal creates no additional demands for water and sewer
32 than already exist.
33

1

k. The Applicant provided an anticipated schedule of development:

Table 2: Anticipated Project Schedule

Activity	Timeline
Permanent Improvements	Summer 2026
Construction Material Delivery	Summer 2026
Vegetation Management	Summer 2026
Construction of Substation	Summer 2026
Construction of Transmission Interconnect	Spring 2027
In Service	Summer 2027
Restoration	Summer 2027
Decommissioning of New Castle Substation	Summer 2027 (after in service)

2

III Approval Criteria:

3

A decision on a conditional use application shall be made based on the following criteria:

4

5

6

1) Is eligible for conditional review under § 17.72.040;

7

8

Staff Comment – The application is eligible for conditional review subject to sections 17.84.070 & 17.84.080 as discussed above.

9

10

11

2) Is generally compatible with adjacent land uses;

12

13

Staff Comment – While a substation may agree with perceptions about industrial uses, the Town also considers the level of impact of a proposed use on current surrounding uses. In this case, uses such as warehousing, construction storage, propane storage, and the Town’s wastewater treatment plant are ostensibly consistent with a utility facility. Though the Town’s open space parcel along the Colorado River is arguably less consistent, the open space has bordered the industrial district since its origin. Nevertheless, Town code enlists substantial screening efforts to moderate the visual impacts of industrial operations. As discussed elsewhere, the Applicant intends to provide ample screening to this end.

14

15

16

17

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19

20

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22

23

3) Meets all requirements of § 17.84.020, is in compliance with Title 17 of the Code, and minimizes potential adverse impact of the conditional use on adjacent properties and traffic flow;

24

25

26

27

28

Staff Comment – The application demonstrates compliance with Section 17.84.020 as overviewed in Section II above. Adverse impacts are also

29

1 discussed above. The provided traffic analysis suggests little impact to
2 traffic flow as a result of the new substation.

3
4 4) Is consistent with the comprehensive plan and

5
6 **Staff Comment** – The Comprehensive Plan (see Goal POST & Goal EN
7 policies pages 59ff & 65ff) places a premium on the preservation of the
8 natural environment not only for the protection of surrounding
9 ecosystems, but also for its aesthetic value to residents. The applicant
10 has prepared floodplain, grading, and watershed analyses as part of their
11 building permit application. The site will be raised to mitigate the 100
12 year floodplain, otherwise no adverse effects are projected.

13
14 Viewsheds towards the south are expected to be influenced by the
15 overall height and design of the facility. Therefore, Staff and the
16 Applicant have worked jointly to offer intentional screening solutions such
17 as berms, trees/shrubs, decorative retaining features, and mesh wire
18 fencing to preserve these viewsheds to the greatest extent possible.

19
20 5) The Town has the capacity to serve the proposed use with water, sewer, and
21 fire and police protection.

22
23 **Staff Comment** – The replacement project is not expected to have any
24 new impacts on water, sewer, fire or police protection.

25 **IV Staff Recommendations:**

26 Staff recommends approval of Resolution 2026-11 with the following conditions:

- 27 1. No construction shall begin until a conditional use certificate has been issued by the
28 Town Planner subject to Section 17.84.040.
29
30 2. Prior to issuance of the conditional use certificate, the Applicant shall demonstrate
31 conformance with any recommendations provided by the town engineer, town
32 attorney, and/or fire district.
33
34 3. Prior to the issuance of a conditional use certificate, a construction management
35 plan shall be provided for review and approval by town staff. A construction
36 management plan shall include, but is not limited to, identification of best
37 management practices (BMPs), the identification of off-site storage & delivery
38 locations, refuse management, and bathroom locations.
39
40 4. The Applicant shall conduct a pre-construction meeting with Town staff and relevant
41 agencies at least 14 days prior to the beginning of construction.
42

- 1 5. *The Applicant shall apply for any right-of-way permits through the Town’s Public*
2 *Works Department.*
- 3
- 4 6. *The approved constructions drawings shall demonstrate conformance with the*
5 *landscaping, screening, retaining wall, and berm designs provided in the*
6 *application.*
- 7
- 8 7. *Applicant shall comply with all applicable building and municipal code requirements,*
9 *including the sign code and all county licensing requirements. Specifically, the*
10 *approved construction drawings shall demonstrate that any ambient lighting*
11 *complies with the 2021 International Energy Conservation Code for exterior*
12 *lighting, section C405.2.7. Exterior safety or emergency lighting that will only be*
13 *illuminated during emergencies does not need to comply with said requirement.*
- 14
- 15 8. *All exterior lighting shall be dark-sky compliant per the New Castle Comprehensive*
16 *Plan.*
- 17
- 18 9. *No approved conditional use may be altered, structurally enlarged, expanded in*
19 *parking area or expanded in ground area unless the site plan is amended and*
20 *approved in accordance with the procedures applicable to approval of a conditional*
21 *use as set out in § 17.84.070 of the Code.*
- 22
- 23 10. *In the event the Town receives any complaints about the use of the site or observes*
24 *or becomes aware of any violations of the conditional use approval, the Applicant*
25 *and/or owner may be summoned before the Town Council in a public meeting to*
26 *show cause why the permit should not be revoked, suspended, or additional*
27 *conditions imposed. Such show-cause hearing shall be open to the public and the*
28 *Applicant or owner may present testimony or offer other evidence on its behalf.*
- 29
- 30 11. *All representations of the Applicant in written and verbal presentations submitted to*
31 *the Town or made at public hearings before the Planning Commission or Town*
32 *Council shall be considered part of the application and binding on the Applicant.*
- 33
- 34 12. *The Applicant shall reimburse the Town for any and all expenses incurred by the*
35 *Town regarding this approval, including without limitation all costs incurred by the*
36 *Town’s outside consultants such as legal and engineering costs.*

37
38 **V. Application Exhibits:**

- 39 A. *Application and Applicant Packet*
- 40 B. *Town Engineer Referral – Jeff Simonson*
- 41 C. *Signed Performance Standards*
- 42

1 Planner Smith reviewed the conditions in the resolution with council. He said conditions in
2 the resolution are standard for the Town of New Castle except for conditions:

3
4 *F. The approved constructions drawings shall demonstrate conformance with the
5 landscaping, screening, retaining wall, and berm designs provided in the Application;*

6
7 *G. Applicant shall comply with all applicable building and municipal code requirements,
8 including the sign code and all county licensing requirements. Specifically, the approved
9 construction drawings shall demonstrate that any ambient lighting complies with the 2021
10 International Energy Conservation Code for exterior lighting, section C405.2.7. Exterior
11 safety or emergency lighting that will only be illuminated during emergencies does not need
12 to comply with said requirement;*

13
14 *H. All exterior lighting shall be dark-sky compliant per the New Castle Comprehensive
15 Plan.*

16
17 Xcel Energy Representative Cory Miller reviewed his slide show presentation with the council
18 **(Exhibit B).**

19 Mr. Miller said since the current substation has received its end of useful operation life,
20 and it is unsuitable for expansion in the current location. For safety purposes the facilities
21 often have revised standards by the National Safety Code. The equipment and technology
22 that is utilized changes and the existing property the current substation is on is
23 undersized for a modern substation. The new substation location property size is
24 approximately two acres. He said the substation does provide all power to the Town of
25 New Castle as well as the new substation if construction. If, the new substation is
26 constructed it would significantly reduce power quality issues that the town may be
27 experiencing. The property would need to be graded to create a flat surface for the
28 equipment to sit on. Due to the presence of the floodplain, however, the base elevation
29 would need to be raised approximately three feet. To help with the drainage of soils the
30 applicant would construct a retention pond on the north end of the substation as well as
31 drainage outfall pipes which would be underground. For security reasons a security fence
32 will be constructed which would wrap around the equipment. Mr. Miller said on the site
33 plan **(Exhibit C)**, the middle yellow box is the proposed location of the replacement
34 transformer. The yellow box to the left (east) of the transformer is the box structure
35 which would be most visible and 65-70 feet tall. Most of the height includes the static
36 mass, the actual framing element. The boxes are approximately 50 feet in total height.
37 The reason is to help staircase the transmission line down into the substation. The 65/84
38 transmission line would also be reconstructed this summer, would enter into the
39 substation on the eastern end at the transmission pole. Then, they would interconnect
40 with the transformer which transforms the energy down to a voltage that can be utilized
41 by the end users in the Town of New Castle. The transformer will connect to the
42 distribution feeders and then connect to the users. The yellow box to the left (west) is the
43 EEE (Electrical Equipment Enclosure) which is the "brains" of the substation where all the
44 controlling elements are located. The EEE building is the size of a Conex trailer and about

1 15 feet in total height. Mr. Miller said the building in blue is the proposed future
2 equipment for ultimate build out or a second transformer. The second transformer will not
3 be initially installed; it would only be installed as needed as the growth within the town
4 demands. Mr. Miller said they do recognize per town code there are certain landscaping
5 requirements and understand the view corridor is from the northern side of the river are
6 the most sensitive. From the availability of materials that can be installed at the
7 substation Xcel decided to install as much as possible along the northern property
8 boundary. Mr. Miller said the retaining wall staff would like to have as much of it covered
9 so it's not a large concrete surface. Staff also would like to have a berm built between the
10 walking path and the retaining wall itself. Mr. Miller said the entire retaining wall couldn't
11 be covered because there needs to be a 4:1 slope for maintenance purposes. The plan is
12 to use concrete liners which would create a stacked stone or stacked brick look as the
13 substation is finalized. Mr. Miller said there would be trees planted between the bike path
14 and the retaining wall. Mr. Miller said all of the construction materials would be delivered
15 to the property and everything would be constructed within the property. There would not
16 be a need for a secondary laydown yard or material staging yard. Once all the equipment
17 is installed it would be tested to make sure it is in good operable standard. Then the
18 transmission line once rebuilt would be interconnected into the substation. The current
19 site would be restored and plant seeds and landscaping to beautify the area as much as
20 possible. Mr. Miller said the station would not be staffed. Staff would only visit the site for
21 maintenance tasks. He said there are plans to install security fencing and there will be
22 lighting within the facility and will be all downcast lighting. It would only be lit during
23 emergency maintenance activities that are required in non-daylight hours. All lights will be
24 turned off during rest of the time. The switch would be located in the EEE structure. Mr.
25 Miller reviewed the timeline of construction schedule with council (**Exhibit D**). He said if
26 the CUP is approved the construction would start this summer. The 65/84 transmission
27 line is planned to start construction in mid-May 2026. The construction of the line will
28 start in Rifle at the transmission segment and work its way back towards Silt and New
29 Castle and would likely go into the fall to complete the construction. The transmission line
30 will be initially interconnected into the existing substation. Once everything is checked and
31 is functioning appropriately then Xcel will interconnect the transmission line into the new
32 substation and then decommission the current substation and remove all the equipment
33 within the old substation.

34 Councilor Riddile asked what the life span of a substation is. Senior Manager, Jennifer
35 Chester said the current substation was built in the 1960's. They do replace the major
36 equipment such as the transformer in projects that can support the newer equipment. She
37 said the benefit of building a new substation in a new location is it allows for the
38 replacements that don't fit in the current site. The new site could function at the
39 substation much longer with the replacement equipment. Councilor Riddile said currently
40 the distribution lines cross from the south to the north to the proposed substation. Are the
41 lines going to be tied back into the location cut across or would there be an alternate
42 route. Mr. Miller said the transmission lines will follow the same route to cross into the
43 Town of New Castle as it does today. However, it may require an underbuilt segment on
44 the 65/84 transmission line to get to the location of the existing substation. Therefore, it

1 would be piggy backing on the poles and would interconnect with the current poles to
2 cross over into the town.

3 Councilor Carey said some of the concerns from the town residents are fire and water.
4 How are you going to handle dust mitigation and since there will be substantial amount of
5 welding what are your plans. Ms. Chester said to be good neighbors they do dust control
6 through the use of water trucks or other measures as needed. Usually during grading is
7 when it's most needed. Fire safety is important; the construction contractor crews do have
8 safety plans that are required. They will work closely with the first responders with the fire
9 district. There are certain measures that are implemented on fire watch days and red flags
10 days. Area Manager for Western Colorado Brad Pod explained the Public Safety Power
11 Shutoff (PSPS) works. Xcel will look at potential high winds and dry fuel on the ground
12 that comes together makes them concerned. Their concern is to provide power; however,
13 it has to be done safely for the communities. He explained that the system is more
14 sensitive to strikes, outages or other (bird or tree branch contacts the line). If something
15 did happen under the protocols the lines would be deenergized and repaired. It will take a
16 little longer to reenergize the line because they will physically look at the lines to make
17 sure the lines are safe and all the repairs have been made.

18 Councilor Sampley asked how the current substation get decommissioned. Ms. Chester
19 said the equipment will be removed and the area reclaimed to what they can.

20 Mayor Hazelton asked if the project is done in two phases. What triggers the second
21 building (**blue Exhibit C**) to be built. Ms. Chester said it's based on demand or capacity
22 based on distribution. She said each of the transformers has a capacity and the
23 distribution team will monitor the capacity. Mayor Hazelton asked what the timeframe is
24 when the second transfer needs to be built. Ms. Chester said the second transformer will
25 be easier than the initial build because they had planned for the second transformer.

26 Councilor Copeland asked if the Talbott Trail would be closed the entire year during the
27 construction. Ms. Chester said no, not the entire year. They are working with the
28 construction crews, the applications says a couple of months. They are looking at what the
29 actual timeline would be. The trail may need to be closed for safety when the retaining
30 wall and landscaping are being done. If the trail does need to be closed it would be for the
31 shortest time possible. Mayor Hazelton said the trail gets used a lot so the more notice
32 possible would be great.

33 Councilor Copeland said the site is not too far from the floodplain. What would happen if
34 there was a flood. Madison Swanson, Civil Engineer, said the flood elevation said the Town
35 of New Castle has a requirement to raise the base flood elevation at least two feet above
36 the actual floodplain. Ms. Swanson said the substation is higher than what is required, it is
37 closer to three feet above the floodplain.

38 Councilor Carey asked if the Talbott trail could be shifted during the closure of the trail,
39 need to keep people off of County Road 335 because it is dangerous. Ms. Chester said
40 They would look into it. Mr. Miller said he does recognize that one of the conditions is to
41 provide a construction plan to Planner Smith which would need to be approved by the
42 town. Therefore, the trail detour could be worked out at that time as a condition to the
43 CUP.

1 **MOTION: Councilor Riddile made a motion to approve Resolution TC2026-11 A**
2 **Resolution of the New Castle Town Council Recommending Approval of a**
3 **Conditional Use Permit for an Electrical Substation in the Industrial Zone District.**
4 **Councilor Carey seconded the motion, and it passed roll call vote. Councilor**
5 **Mariscal: yes; Councilor Carey: yes; Mayor Hazelton: yes; Councilor Copeland:**
6 **yes; Councilor Sampley: yes; Councilor Riddile: yes**

7
8 **Consider a Letter of Interest from Timothy Graves for Reappointment as**
9 **Municipal Judge**

10 Timothy Graves introduced himself to the council. He said he has been the municipal
11 judge for two years and before that he was the town prosecutor for a few years. Mayor
12 Hazelton said there was a request for an increase of pay by \$250.00 per month. Mr.
13 Graves said he is asking for an increase due to the increase in the cost of living. He is
14 asking for an increase from all the municipalities he works with.

15
16 **MOTION: Mayor Hazelton made a motion to reappoint Timothy Graves as Town**
17 **Municipal Judger with compensation increase of \$250.00 for a total**
18 **compensation of \$1,250.00 per month. Councilor Mariscal seconded the motion,**
19 **and it passed unanimously.**

20
21 **Consider a Letter of Interest from Kip O'Connor for Reappointment as Associate**
22 **Judge**

23 Kip O'Conner introduced himself to the council. He said he has been the Associate Jude
24 for New Castle for one year and in that time, he has needed to fill in for Mr. Graves about
25 four times for various reasons.

26
27 **MOTION: Councilor Riddile made a motion to reappoint Kip O'Connor as Town**
28 **Municipal Associate Judger with compensation increase of \$250.00 for a total**
29 **compensation of \$1,250.00. Councilor Carey seconded the motion, and it passed**
30 **unanimously.**

31
32 **Consider Letters of Interest from Charles Apostolic, Mark McDonald, Richard**
33 **Parks for Reappointment to Seat on Planning & Zoning Commission**

34
35 **MOTION: Mayor Hazelton made a motion to reappoint Charles Apostolic, Mark**
36 **McDonald, Richard Parks to seats on the Planning & Zoning Commission.**
37 **Councilor Copeland seconded the motion, and it passed unanimously.**

38
39 **Consider Letters of Interest from Trent Mahaffey and Bronwyn Rittner for**
40 **Reappointment to Seat on Planning & Zoning Commission Alternate Seats**

41
42 **MOTION: Councilor Carey made a motion to reappoint Trent Mahaffey and**
43 **Bronwyn Rittner to seats on Planning & Zoning Commission Alternate. Councilor**
44 **Mariscal seconded the motion, and it passed unanimously.**

1
2 **Consider a Letter of Interest from Ruth Fletcher for Reappointment to Seat on**
3 **Historic Preservation Commission**

4
5 **MOTION: Councilor Copeland made a motion to reappoint Ruth Fletcher to Seat**
6 **on Historic Preservation Commission. Councilor Riddile seconded the motion, and**
7 **it passed unanimously.**
8

9 **Consider a Letter of Interest from Tom Fuller for Reappointment to Seat on**
10 **Historic Preservation Commission Alternate**

11
12 **MOTION: Councilor Mariscal made a motion to reappoint Tom Fuller to Seat on**
13 **Historic Preservation Commission Alternate. Councilor Copeland seconded the**
14 **motion, and it passed unanimously.**
15

16 **Consider a Letter of Interest from Nancey Barnes and Ryan Deyarmond for**
17 **Reappointment to Seat on Climate & Environment Commission**

18
19 **MOTION: Councilor Carey made a motion to reappoint Nancey Barnes and Ryan**
20 **Deyarmond for Seats on Climate & Environment Commission. Councilor Marical**
21 **seconded the motion, and it passed unanimously.**
22

23 **Consider Letters of Interest for Mayor Pro Tem**

24 The council reviewed the letters of interest for Mayor Pro Tem from Councilor Riddile and
25 Councilor Carey.

26 Mayor Hazelton said he vote with the majority. He said he will be relying on everyone's
27 positions on topics. He said he will be listening to your opinions and thoughts on how he is
28 doing and how the council can do things better.

29 Council proceeded with a ballot vote. Clerk Andis said the most votes went to Councilor
30 Riddile.
31

32 **MOTION: Mayor Hazelton made a motion to select Councilor Riddile as Mayor Pro**
33 **Tem. Councilor Mariscal seconded the motion, and it passed unanimously**
34

35 Councilor Carey said she was very much for the nomination process and letters of interest
36 was great but don't ever want to have a division with the council. Mayor Hazelton said his
37 intention was not to have the mayor have the only say in the Mayor Pro Tem, but to give
38 everybody a chance to have a voice.
39

40 **Consider Setting Terms for Council Members on Planning & Zoning Commission,**
41 **Historic Preservation Commission, Economic Advisory Committee, Climate and**
42 **Environment Commission, Public Works, Public Safety, Personnel and Finance**
43 **Committees. Also Seats on RFTA, GCE, AGNC, Senior Programs, IMTPR and EAB.**

44 The council and staff discussed the terms for each committee or commission and agreed

1 who would be the representative for each. (**Exhibit A**)

2
3 **MOTION: Councilor Carey made a motion to Setting Terms for Council Members**
4 **on Planning & Zoning Commission, Historic Preservation Commission, Economic**
5 **Advisory Committee, Climate and Environment Commission, Public Works, Public**
6 **Safety, Personnel and Finance Committees. Also Seats on RFTA, GCE, AGNC,**
7 **Senior Programs, IMTPR and EAB. Councilor Mariscal seconded the motion, and it**
8 **passed unanimously.**

9
10 **Consider Regarding Council Seat Appointment Process**

11 Mayor Hazelton said there are a couple of options to fill the vacant seat, one is to appoint
12 and the other is to have a special election. He said the council could move forward with an
13 appointment and if there are candidates that council feel would not be a good fit, then we
14 could have a special election. Administrator Reynolds said council could ask for letters of
15 interest and meet/interview. Then, if council is not satisfied with the letters and either ask
16 for more letters or have a special election. Mayor Hazelton directed staff to start
17 advertising for the vacant council seat. Submit letters of interest to the town clerk.
18 Councilor Carey asked what the requirements are for filling the vacant council seat. Clerk
19 Andis said the person would need to be a resident withing the Town of New Castle limits.
20 and needed to have lived in the town for at least one year and be a registered voter.

21
22 **Consent Agenda**

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

26
27 April 7, 2026, Minutes

28
29 **MOTION: Councilor Carey made a motion to approve the Consent Agenda.**
30 **Councilor Mariscal seconded the motion, and it passed unanimously.**

31
32 **Staff Reports**

33 **Town Administrator** –Administrator Reynolds said he was going to be out on vacation
34 from tomorrow afternoon through May 3, 2026. Administrator Reynolds said he and
35 Planner Smith have been meeting with the housing coalition on future development for
36 affordable housing. He the rental units that the town have been doing should be moved to
37 a deed restricted product. He said what they have found out is deed restriction is difficult.
38 Administrator Reynolds said the deed restricted turnover is slow and it wouldn't benefit as
39 many people. This topic will likely go before Planning & Zoning Commission in the future.
40 Administrator Reynolds said he and Chief Curry have been looking at the SPEAR issue and
41 will be brought back to council on May 19, 2026. He said staff have invited the
42 commander of SPEAR or the Garfield County Sheriff to the council meeting. Because there
43 are questions that staff can answer but there are questions that staff don't have the
44 answers for. Mayor Hazelton said the town does need clarification on a few things from

1 SPEAR. Councilor Carey suggested having a note pad for people to submit questions on.
2 Mayor Hazelton said what he would like to know is what the town's involvement is and
3 what the town get out of it and what the police chief's thoughts are. Administrator
4 Reynolds said as a community the town benefits from the work SPEAR is able to do with
5 the whole police organization. Administrator Reynolds asked what the council is looking
6 for on May 19, 2026. He said staff can provide how data is collected, where data goes,
7 how data is shared and what the police program is about. Administrator Reynolds said the
8 question to town council is to ratify the MOU which has already been signed or is the town
9 not going to stay with MOU. Councilor Mariscal said she feels the SPEAR and Garfield
10 County Sheriff at the meeting is to show the residents of New Castle that council is
11 listening to them and their concerns.
12 Administrator Reynolds said the Early Childhood Learning ballot question that happened in
13 November 2025, they have now formed their committee. They will be coming to council
14 on June 2, 2026, to give an update.
15 Administrator Reynolds said he and David McConaughy has been speaking with Comcast
16 regarding the franchise agreement. The franchise agreement is outdated and will be
17 looking at if it's worth renewing.
18 Administrator Reynolds said at the next council meeting Public Works Direct John Wenzel
19 will be at council to discuss for a possible change in the code regarding ownership of the
20 utilities lines from the cooperation stop to curb stop.
21 Administrator Reynolds said there was a question come up regarding food trucks. He said
22 on an occasion we do have a food truck that sets up at Burning Mountain Park for a couple
23 hours selling frozen sea food from the truck. He said would like to bring back the policy
24 back to council for review since we have had a request for a food vendor to setup in town.
25 Administrator Reynolds said New Castle Trails, RFMBA and Adventure Race are interested
26 in putting together a separate races on the Talbott Trail. He said there are restrictions on
27 what can happen on the trail since it is private property. The Talbott Trail operated under
28 a state law that allows the town to lease the trail from the Talbott's, and it releases the
29 property owner from any liability. The caveat is there can't be any fees charged to use the
30 trail. With mountain bike races there are fees charged. Staff has spoken with the
31 Adventure Race organizer not to consider the Talbott Trail as part of the race for this year
32 because of the private property issues. The town does have time to work with New Castle
33 Trails and RFMBA for their race since it won't be until September/October.
34 Administrator Reynolds said last week was the CCCMA Conference and the Energy
35 Symposium. He said he was able to meet the Town Manager of Rico who they are doing
36 the CML Conference session with.
37 Administrator Reynolds said he has been speaking with Russel Talbott about a historic site
38 on his property next to ECE. He said it's an old mining building and Mr. Talbott would like
39 to explore idea of cording it off to help preserve the site with a trail and markers
40 explaining what is there.
41 **Town Clerk** – Clerk Andis said she has received the code updates for the codebooks. She
42 asked council to please drop off the codebooks to her, and she would get them updated.
43 Clerk Andis said she did one swearing in of a new officer last week and a second one
44 tomorrow.

1 **Town Treasurer** – Treasurer Ehlers said last month was an unusual about of onboarding
2 and offboarding’s. There has been an unusual amount of CORA requests searching for
3 marketing information.

4 Treasurer Ehlers said the town has received the payment from R2 and it has been put into
5 a separate interest account.

6 Treasurer Ehlers said Monday will be the official start of the town audit.

7 **Town Planner** – Planner Smith said R2 has started utility work on North Wild Horse Drive
8 and there is a fence around the jobsite. He said the work on the lower section of North
9 Wild Horse Drive would go through May. R2 believe they would be done with the paving
10 and will be open to access to parking. Then, they will shift to the northside, which will
11 take longer because there will be more utility work to be done. Staff has asked R2 to
12 place signs on the fence to explain when and where the trails will open.

13 Planner Smith said dust control is now part of the conditions and also part of the code for
14 all land use applications.

15 **Public Works Director** – not present

16

17 **Commission Reports**

18 **Planning & Zoning Commission** –have not met

19 **Historic Preservation Commission** –Councilor Copeland said they did meet. The new
20 owners of the Mattivi Building came to HPC. They were wanting to take out the garage
21 door. The commission denied their request and asked them to put it back in. The
22 commission approved the sign for the business in the Mattivi Building. Councilor Copeland
23 said they also discussed the designation ceremony for the cemetery. She said the
24 ceremony will be on Memorial Day at the cemetery.

25 **Climate and Environment Commission** – Prior Councilor Leland.

26 **Senior Program** –Clerk Andis said they meet tomorrow.

27 **RFTA** –have not met

28 **AGNC** – Councilor Hazelton said they meet tomorrow.

29 **GCE** - Prior Councilor Leland. Councilor Carey said she was not able to attend.

30 **EAB** – Former Mayor A. Riddile

31 **POSTR** – Administrator Reynolds said they met at VIX Park at the bike park. He said
32 there is a question about the new development coming in, is there room for a Pickleball
33 Court. Staff are waiting to hear from New Castle Trails and RFMBA for their feedback.
34 While at the meeting Public Works Director John Wenzel had a suggestion to expand the
35 bike park down to the roundabout by the school. Staff’s opinion is it’s worth exploring.
36 Councilor Carey said if the Pickleball Court doesn’t work could there be a playground.

37

38 **Council Comments**

39 Councilor Carey said she had attended the State of the River meeting. She said the water
40 conservation plan and the drought stages that the town has put into place likely won’t
41 help with what might be coming this year. The rivers have already peaked. She asked to
42 have fire information to be pushed out onto the town’s website, Facebook page and
43 newsletters.

44 Mayor Hazelton said he really appreciated the comments and support for becoming

1 mayor. Bruce Leland and Art Riddile have left big voids on council. He said there is more
2 than enough talent and energy to fill the voids.

3
4 **Items for Future Council Agenda**

5 There were no items for future council agenda.

6
7 **Adjourn**

8 **MOTION: Mayor Hazelton made a motion to adjourn.**

9 The meeting adjourned at 9:52 p.m.

10
11 Respectfully submitted,

12
13
14
15 _____
16 Mayor Grady Hazelton

17 _____
18 Town Clerk Mindy Andis, CMC

DRAFT