

New Castle Town Council Regular Meeting
Tuesday, August 6, 2024, 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 Hazelton
Councilor Copeland
Mayor A. Riddile
Councilor Leland (ZOOM)
Councilor G Riddile

Absent Councilor Mariscal

Also present at the meeting were Town Clerk Mindy Andis, Administrator Dave Reynolds, Town Treasurer Viktoriya Ehlers, and members of the public.

MOTION: Councilor Copeland made a motion to excuse Councilor Mariscal and absence. Mayor A. 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 2024-1.

Conflicts of Interest

There were no conflicts of interest

Agenda Changes

There were no agenda changes

Citizen Comments on Items not on the Agenda

There were no Citizen Comments

Consultant Reports

Consultant Attorney – only for agenda items

Consultant Engineer – not present

Items for Consideration

Update from New Castle Chamber of Commerce – Block Party

Town Administrator Dave Reynolds said the New Castle Chamber of Commerce boards members would like to provide an update on their summer block party. Administrator Reynolds introduced Chamber Secretary Suzanne Hazelton and Chamber Treasurer Cindy Speedy to the council. Ms. Hazelton thanked the council for their sponsorship towards the event. She said the Block Party was again a great success and looking forward to it again next year.

Town Council Meeting
Tuesday, June 18, 2024

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3 **Presentation – Access After School – John Quinn**

4 Administrator Reynolds introduced Executive Director John Quinn. Administrator Reynolds
5 said the town council has given Access After School grant money through the town's
6 Outgoing Grant Program. Mr. Quinn gave a brief review of the program and said the
7 program is currently at Riverside Middle School and Elk Creek Elementary school.

8 **Consider Resolution 2024-15 – Resolution of the Town of New Castle Town**
9 **Council Amending the Directory of Town Fees and Charges Regarding Police**
10 **Report Request For Body Worn Camera Footage and CORA Research Fees**

11 Administrator Reynolds said the purpose of the resolution is to consider amending the
12 Directory of Town Fees and Charges regarding CORA requests for video footage from body
13 worn police cameras. While the police department has not had many requests for body
14 camera footage, staff has learned from other departments and from the few requests that
15 we have had, that properly researching, preparing, redacting, and delivering body camera
16 footage takes a good deal of staff time. Staff has also learned that there seems to be a
17 general trend toward seeking body camera footage for what appears to be entertainment
18 value. For those reasons staff is proposing reasonable rates for body camera footage that
19 work to compensate the town for the time and expenses, while also working to deter
20 footage requests that may appear to be frivolous.

21 **MOTION: Councilor G. Riddile made a motion to approve Resolution TC2024-15 –**
22 **Resolution of the Town of New Castle Town Council Amending the Directory of**
23 **Town Fees and Charges Regarding Police Report Request For Body Worn Camera**
24 **Footage and CORA Research Fees. Councilor Carey seconded the motion and it**
25 **passed unanimously.**

26
27 **Consider Resolution TC 2024-16 - A Resolution of the New Castle Town Council**
28 **Supporting the Application for a Mini Grant from the Garfield County Federal**
29 **Mineral Lease District**

30 Administrator Reynolds said the resolution is for supporting an application for a Mini Grant
31 from the Garfield County Federal Mineral Lease District (FMLD). The Mini Grant Application
32 seeks \$25,000 in FMLD funds to purchase and install an air conditioning system in the
33 large room of the New Castle Community Center.

34 **MOTION: Councilor G. Riddile made a motion to approve Resolution TC2024-16**
35 **of the New Castle Town Council Supporting the Application for a Mini Grant from**
36 **the Garfield County Federal Mineral Lease District. Councilor Copeland seconded**
37 **the motion and it passed unanimously.**

38
39 **Consider Resolution TC 2024-17 - A Resolution of the New Castle Town Council**
40 **Supporting the Application for a Traditional Grant from the Garfield County**
41 **Federal Mineral Lease District**

42 Administrator Reynolds said the purpose of the resolution is for supporting an application
43 for the Fall Traditional Grant from the Garfield County Federal Mineral Lease District

(FMLD). The Traditional Grant Application seeks \$700,000 in FMLD funds to build a new office building and shop at the Watse Water Treatment Plant.

MOTION: Councilor G. Riddile made a motion to approve Resolution TC 2024-17 - A Resolution of the New Castle Town Council Supporting the Application for a Traditional Grant from the Garfield County Federal Mineral Lease District
Councilor Leland seconded the motion and it passed unanimously.

Consider Resolution TC 2024-18 - A Resolution of the New Castle Town Council Supporting the Application for Joint Grant with KSE PTAC from the Garfield County Federal Mineral Lease District

Administrator Reynolds said the purpose of the resolution is for supporting an application for a Joint Grant Application from the Garfield County Federal Mineral Lease District (FMLD). This Joint Grant Application seeks \$160,000 in FMLD funds to purchase and install new *Accessible Playground Equipment and Surfacing* for a common use playground located behind Katherin Senior Elementary School in New Castle. During a previous meeting, Town Council agreed to partner with the RE-2 School District to seek FMLD grant funding and submit a Joint Grant Application for this project.

MOTION: Councilor G. Riddile made a motion to approve Resolution TC 2024-18 - A Resolution of the New Castle Town Council Supporting the Application for Joint Grant with KSE PTAC from the Garfield County Federal Mineral Lease District
Councilor Hazelton seconded the motion and it passed unanimously.

Consider Resolution tc2024-19 – A Resolution of the New Castle Town Council Accepting the Public Improvements Related to Filing 6B1, Lakota Canyon Ranch PUD

Administrator Reynolds said the purpose of the resolution is to accept the public improvements related to Filing 6B1 in Lakota Canyon Ranch PUD. Having completed the required inspections and having gained approval from the Public Works Department, Building and Planning Department, and Town Engineer, staff recommend the full acceptance of all associated Public Improvements.

Attorney Haley Carmer said the town is now accepting all the public improvements and making them town owned. The town will receive as-builts for the improvements and a bill of sale along with a summary of actual cost that had occurred for asset reasons. The town has not received the summary of cost or the bill of sale yet. If the town is willing and agrees with the town engineer to accept all of the public improvements, then the security in the form of a line of credit that the developer posted for the project. The security would be released once the town has accepted the public improvements. The town does have discretion under the code and the SIA requires a warranty security for two years of up to 15 percent of the cost of the public improvements. The council could amend the resolution to require a percentage of security for the warranty period. In the resolution has a condition for the town to receive a bill of sale and the summary of cost. Once the town receives those items then the security would be authorized to be released minus the 15 percentage to be held out for the warranty.

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2 **MOTION: Councilor G. Riddile made a motion to approve Resolution tc2024-19 –**
3 **A Resolution of the New Castle Town Council Accepting the Public Improvements**
4 **Related to Filing 6B1, Lakota Canyon Ranch PUD with a revision to section 3**
5 **adding a 15 percent warranty security requirement. Councilor Copeland**
6 **seconded the motion and it passed unanimously.**

7 **Consent Agenda**

8 Items on the consent agenda are routine and non-controversial and will be approved by
9 one motion. There will be no separate discussion of these items unless a council member
10 or citizen requests it, in which case the item will be removed from the consent agenda.
11

12 July 16, 2024, Minutes

13 July Bills \$928,713.15
14

15 **MOTION: Mayor A. Riddile made a motion to approve the Consent Agenda.**
16 **Councilor Carey seconded the motion and it passed unanimously.**
17

18 **Staff Reports**

19 Town Administrator – Administrator Reynolds said the town has been approached by a
20 company out of Denver called Hydro Source. Hydro Source sells utility systems
21 throughout the State of Colorado. Currently Hydro Source has a water and wastewater
22 system in our area that has been contacted as a broker to try to sell. Hydro Source has
23 reached out wanting to know if we would want to buy this water and wastewater system.
24 The system includes several wells with water rights and two sewage lagoons with about
25 400 customers. The system is located at Apple Tree Trailer Park. The council politely
26 declined. Administrator Reynolds asked the council how they would like to do the three
27 appointed employees' yearly evaluation. Councilor Carey said she would like to get
28 feedback from employees that each of them supervise and employees who they interact
29 with. The council would like to discuss it during the council retreat. Administrator Reynolds
30 reviewed with the council discussion items for the council retreat on September 28, 2024.
31 Administrator Reynolds said Planner Paul Smith has been reviewing the building fees and
32 noticed with the Use Tax is only being charged on new construction. The Use Tax could be
33 charged on any building job such as re-roofs, remodels and etc. Administrator Reynolds
34 said tonight was National Night Out was at Parachute and the town's police department
35 was there. Administrator Reynolds said the staff's picnic was today at Bear Dance Park.
36 Parks and Rec was in charge of the picnic this year and did a great job. Next year's picnic
37 will be planned by another department. Administrator Reynolds said the town has
38 received a completed application from CVRI for Filing 11 in Castle Vale Valley Ranch. The
39 public hearing Filing 11 is scheduled for September 3, 2024.
40

41 Town Clerk – Clerk Andis said she had met with the owner of Eat Bistro. Eat Bistro will be
42 closing on August 16, 2024. They do have a business leasing the business. The new
43 business will be called Pig & Dick. The restaurant is an Asian infused Noodle style
44 restaurant. Clerk Andis said New Castle Liquor has a new owner. The council will be
45 reviewing two new liquor licenses in the future. Administrative Assistant Michelle Huster
46 will be on vacation next week. Clark Andis explained the upgrade to the town website and

1 the new website will be going live on August 28, 2024. As part of the upgrade there will
2 be three days of "black out" period. During that period the website is still live, just staff
3 will not be able to make any changes to the site during the "black out" period. Staff's
4 understanding is the website will look the same.
5

6 Town Treasurer – Treasurer Ehlers said the 2023 audit has been submitted to the state
7 and the final report has been put onto the website. She has requested audit books from
8 the auditor for your review and the auditor is scheduled to present to the council at the
9 next council meeting. Treasurer Ehlers said she is working on the budget calendar for
10 2025.
11

12 Town Planner – not present

13 Public Works Director – not present
14

15 **Commission Reports**

16 Planning & Zoning Commission – Councilor Carey said P&Z approved a lot line
17 dissolvment.

18 Historic Preservation Commission – Councilor Hazelton said the meeting was cancelled.

19 Climate and Environment Commission – Councilor Leland said the meeting was cancelled.

20 Senior Program – nothing to report

21 RFTA – Mayor A. Riddile said they will have a retirement party for Dan Blankenship.

22 AGNC – unable to attend

23 GCE – have not met

24 EAB – have not met

25 Detox – have not met
26

26 **Council Comments**

27 Councilor G. Riddile thanked all of town staff for helping with Rides and Reggae. Rides and
28 Reggae was another successful event. Councilor Hazelton asked about the funding from
29 Congresswoman Bobert's office regarding funding for the Southside Interceptor.

30 Administrator Reynolds said no. The town may receive news around September. Mayor A.
31 Riddile thanked everyone for the employee picnic. It appears employee morale is very
32 high with the town. He said Administrator Reynolds is a terrific model for the Town of New
33 Castle. Councilor Leland said he had an issue with Mountain Waste and Recycling, not
34 picking up broken down cardboard boxes. Administrator Reynolds and Clerk Andis will look
35 into it.
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1 **Items for Future Council Agenda**

2 There were no Future Council Agenda items.

3 **Adjourn**

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

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8 The meeting adjourned at 9:00p.m.

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10 Respectfully submitted,

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15 _____
16 Mayor Art Riddile

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18 _____
19 Town Clerk Mindy Andis, CMC
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