

**New Castle Town Council Regular Meeting
Tuesday, January 16, 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

Present	Councilor Mariscal
	Councilor Carey
	Councilor Hazelton
	Mayor A Riddile
	Councilor Copeland
	Councilor Leland
	Councilor G Riddile

Absent

Also present at the meeting were Town Administrator Dave Reynolds, Town Clerk Mindy Andis, Town Treasurer Viktoriya Ehlers, Assistant Town Attorney Haley Carmer, Town Planner Paul Smith, and members of the public.

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

Ms. Nancy Barnes, New Castle resident was in the audience to observe the council process.

Ms. Sharon Morris, New Castle resident was in the audience to also observe the council process.

Consultant Reports

Consultant Attorney –present for agenda items only.

Consultant Engineer – not present.

Items for Consideration

Town Council Meeting
Tuesday, January 16, 2024

1
2 **Consider Approving Resolution TC2024-03 – Authorizing a Mail Ballot Election on**
3 **April 2, 2024 and Setting Forth Other Details Relating Thereto**
4

5 Town Clerk Mindy Andis said the resolution is a route process to allow for the clerk to run
6 the April election as a mail ballot election. The resolution has to be passed before the
7 ballots can be ordered. The resolution also appoints the town clerk as the election official
8 and allows the town clerk to appoint the election judges.
9

10 Councilor Leland asked if the election would be coordinated with the county. Clerk Andis
11 said hopefully, she is in communication with the county clerk's office to be able to use the
12 counting machine.
13

14 **MOTION: Councilor Leland made a motion to approve Resolution TC2024-03 –**
15 **Authorizing a Mail Ballot Election on April 2, 2024 and Setting Forth Other**
16 **Details Relating Thereto. Councilor Hazelton seconded the motion and it passed**
17 **unanimously.**
18

19 **Update Concerning Regional Migrant Influx**

20 Town Administrator Dave Reynolds said he had met with the local church pastors, River
21 Center, Councilor Hazelton and Councilor Mariscal. The consensus was that the churches
22 are not able to help for various reasons but if there is an emergency, they could see what
23 the churches could help with. River Center position is helping people that are established
24 in the local community. The churches are communicating with each other, and the
25 churches are already working on a plan just in case they are called to help.
26

27 Council agreed to keep the communication open with the towns partners and to have a
28 basic plan in place for if and when migrants come to New Castle.
29

30 **Executive Session for a conference with the Town Attorney for the purpose of**
31 **receiving legal advice on specific legal questions under CRS Section 24-6-**
32 **402(4)(b) regarding pending litigation against Castle Valley Ranch Investors**

33 **Motion: Councilor Leland made a Motion at 7:23p.m. to go into Executive**
34 **Session for a conference with the Town Attorney for the purpose of receiving**
35 **legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) regarding**
36 **litigation filed by Castle Valley Ranch Investors, Inc. Councilor Hazelton**
37 **seconded the motion and it passed unanimously.**
38

39 **Executive Session (1) for the purpose of determining positions relative to**
40 **matters that may be subject to negotiations, developing strategy for**
41 **negotiations, and/or instructing negotiators under C.R.S Section 24-6-402(4)(e)**
42 **concerning the 6th Street Lot**
43

44 **Motion: Councilor Leland made a Motion at 7:23p.m. to go into Executive**

1 **Session for a conference with the Town Attorney for the purpose of receiving**
2 **legal advice on specific legal questions under C.R.S. 24-6-402(4)(b) regarding**
3 **litigation filed by Castle Valley Ranch Investors, Inc. Councilor Hazelton**
4 **seconded the motion and it passed unanimously.**
5

6 Executive session concluded.
7

8 At the end of the executive session, Mayor Art Riddile made the following statement:
9

10 "The time is now 8:26p.m. and the executive session has been concluded. The
11 participants in the executive sessions were: Councilor Mariscal, Councilor Carey, Councilor
12 Hazelton; Councilors Copeland, G Riddile, Councilor Leland, Town Administrator Reynolds,
13 Town Clerk Andis, Assistant Town Attorney Haley and Town Treasurer Ehlers. For the
14 record, if any person who participated in the executive session believes that any
15 substantial discussion of any matters not included in the motion to go into the executive
16 session occurred during the executive session, or that any improper action occurred
17 during the executive session in violation of the Open Meetings Law, I would ask that you
18 state your concerns for the record."
19

20 No concerns were stated.
21

22 **Consider Compensation for Town Administrator, Town Clerk and Town Treasurer**

23

24 Council agreed to compensate the Town Administrator \$161,500 per year, the Town Clerk
25 \$90,000 per year and Town Treasurer \$96,500 per year.
26

27 **Motion: Mayor Art Riddile made a motion to compensate the Town Administrator**
28 **\$161,500 per year, the Town Clerk \$90,000 per year and Town Treasurer**
29 **\$96,500 per year. Councilor Mariscal seconded the motion and it passed on a**
30 **roll-call vote: Councilor Mariscal: yes; Councilor Graham Riddile: yes; Councilor**
31 **Carey: yes; Councilor Leland: yes; Councilor Hazelton: yes; Councilor Copeland:**
32 **yes; Mayor Art Riddile: yes.**
33

34 **Consent Agenda**

35 January 2, 2024 Minutes
36

37 **MOTION: Councilor Graham Riddile made a motion to approve the consent**
38 **agenda. Councilor Mariscal seconded the motion and it passed unanimously.**
39

40 **Staff Reports**

41 Town Administrator – Administrator Reynolds said Colorado River Fire and Rescue,
42 Wildfire Division are doing some fire mediation for a week or so depending on weather
43 along Elk Creek behind the townhomes on 7th Street and Elk Creek Elementary School.
44 Administrator Reynolds said Kathryn Senior Elementary (KSE) has a family night on
45 February 9, 2024 @ 5:30pm. He has received an invitation from Federal Mineral Lease
46 District (FMLD) for an awards banquet on Friday, January 19, 2024 @11:00am in

1 Glenwood Springs. Administrator Reynolds asked the council to come up with topics they
2 would like to discuss with the BOCC about at their joint meeting. Administrator Reynolds
3 said there has been an ongoing vicious dog case for over a year in the county court. The
4 judge gave his final ruling on the town's request for restitution for the boarding fees and
5 ruling on euthanizing the dog. The judge denied the town's request for restitution and
6 ordered the dog to be euthanized. The town's police did retrieve the dog and took it a vet
7 to be put down. Administrator Reynolds said the library is having a community interview
8 open house on February 5, 2024, from 6:00pm-7:00pm. Administrator Reynolds has
9 asked the New Castle Library to come up with this years Burning Mountain Festival Parade
10 theme.

11
12 Town Clerk – Clerk Andis said her department has issued almost 100 dog licenses and has
13 received only one resident push back regarding the increase of the license fee. Her
14 department has issued 123 business licenses and there have been no complaints about
15 the fee increase. Clerk Andis reminded council the nomination petition is due to her by
16 Monday, January 22, 2024, by 5:00pm. Clerk Andis said her, and Deputy Bordelon will be
17 working on interview questions for the Administrative Assistant to the Town Clerk position
18 and she is hoping to start interviewing people in the next week or so. She has three
19 applicants, possibly five. Clerk Andis said the Snowman Building Contest has been
20 launched. Clerk Andis said she has reached local attorneys who might be interested in the
21 municipal judge position since current Judge Amanda Maurer will be stepping down in
22 April.

23
24 Town Treasurer – Treasurer Viktoriya Ehlers said the town has received the Opioid money
25 for the year in the amount of \$554.92. She said for the first 9 months of 2023 bag fees
26 the town had collected \$10,476.56. Treasurer Ehlers said the tobacco tax is down 4.7
27 percent and the town has collected \$360,000 for 2023. She said her department has
28 finished year end items and has submitted the budget for 2024 and the supplemental
29 budget for 2023 to the state. Treasurer Ehlers has scheduled the 2023 audit for April 22,
30 2024.

31
32 Town Planner – not present

33 Public Works Director – not present.

34 35 **Commission Reports**

36 Planning & Zoning Commission – Councilor Carey said there was a resolution brought to
37 P&Z for consideration in regard to microbreweries. The commission had some questions
38 and concerns about the wastewater discharge and water consumption. The commission
39 asked staff to research their concerns. The resolution was continued to their next meeting
40 scheduled for Wednesday, January 24, 2024. Administrator Reynolds said public works is
41 studying and reviewing the process of a microbrewery.

42
43 Preservation Commission – Councilor Copeland said the commission discussed the
44 possibility of inviting downtown residents to an open house to discuss historic
45 designations.

1
2 Climate and Environment Commission – didn't meet
3 Senior Program – didn't meet
4 RFTA – Councilor Copeland said they elected new officers and continuing to fill Dan
5 Blankenship's position.
6 AGNC – didn't meet
7 GCE – didn't meet
8 EAB – nothing to report.
9 Detox – Councilor Mariscal there is a meeting will be on site in January 25, 2024 from
10 11:00am-12:00pm.
11

12 **Council Comments**

13 Councilor Mariscal thanked Administrator Reynolds and Assistant Rochelle Firth for putting
14 together the meeting for the migrant discussion with the pastors. It was good to see the
15 churches coming together and willing to work with the town.

16 Councilor Hazelton agreed with Councilor Mariscal and also demonstrated that the
17 churches care about where the town stands, and the town also cares about where the
18 churches stand, and we all can still work together. He asked for parking enforcement at
19 the Kamm Lot.

20 Councilor G. Riddile said he would like to speak to the Board of County Commissioners
21 during the joint work session regarding the funding for the roundabout project.

22 Mayor A. Riddile thanked Attorney David McConaughy and Assistant Town Attorney Haley
23 Carmer for all of the hard work they have done for the town. He also thanked town staff
24 for the incredible work they do.
25

26 **Items for Future Council Agenda**

- 27 • Administrator Reynolds said there would be a resolution for the next meeting
28 regarding signers on bank accounts. There have been staff members who have left
29 that are still listed as signers.
- 30 • Administrator Reynolds said the joint Board of County Commissioners (BOCC) will
31 be February 20, 2024.
- 32 • Councilor G. Riddile asked to have an update from Town Engineer Jeff Simonson in
33 regard to the south interceptor.
- 34 • Mayor A. Riddile asked for a proclamation for the Coal Ridge High School Cheer
35 Squad. They have won the state championship for the last 6 years.
- 36 • Councilor Leland asked to have Arts & Event Director Kelley Cox come to a council
37 meeting to report on formalizing a plan for getting volunteer help for events.

38
39
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41
42
43 **MOTION: Mayor A. Riddile made a motion to adjourn. Councilor Carey seconded**
44 **the motion and it passed unanimously.**
45

1 The meeting adjourned at 9:18 p.m.

2
3 Respectfully submitted,

4
5
6
7
8 _____
9 Mayor Art Riddile

10
11
12 _____
13 Town Clerk Mindy Andis, CMC
14