

New Castle Town Council Regular Meeting

Tuesday, July 18, 2023, 7:00 PM

Starting times on the agenda are approximate and intended as a guide for Council.
The starting times are subject to change by Council, as is the order of items on the agenda.

Call to Order

Mayor 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 (ZOOM left due to technical difficulties 7:45pm)
 Councilor G Riddile

Absent none

Also present at the meeting were Town Administrator Dave Reynolds, Interim Town Clerk Mindy Andis, Town Treasurer Loni Burk, Assistant Treasurer Viktoriya Ehlers, Professional Assistant Amie Medina and members of the public.

Meeting Notice

Interim Town Clerk Mindy Andis verified that her office gave notice of the meeting in accordance with Resolution TC 2023-1.

Conflicts of Interest

No conflicts stated.

Citizen Comments on Items not on the Agenda

New Castle resident Dayna Hughes shared with council concerns of conflict with her and her neighbor with hopes of some resolution. Ms. Hughes stated she had video and photos to share. Mayor Art Riddile told Ms. Hughes to send the videos and photos to Interim Town Clerk Mindy Andis.

Consultant Reports

Consultant Attorney – present for agenda items
Consultant Engineer – not present

Items for Consideration

Proclamation Recognizing Caleb Thompson

Mayor A. Riddile read the proclamation into the record.
Mr. Caleb Thompson gave a presentation about his experience in Turkey. The area Mr. Thompson was living in had very bad building codes and poor construction, therefore it

made the living conditions very hazardous and prone to earthquakes. Unfortunately, there was not much response from international or domestic aid after the earthquake hit. The first way that Mr. Thompson was able to help through "First Response" by building tents and providing food. Another way was through the Rotary Club because that is something the government can't regulate by putting funds where they are needed. Mr. Thompson's mom was connecting with the club in Glenwood Springs while Mr. Thompson was connecting with the club in Turkey. The purpose of the funding was to help provide more tents, more food and more supplies, as well as to supply lasting aid to people in Turkey. Mayor Riddle asked if Mr. Thompson was planning to return to Turkey. Mr. Thompson said yes. When he attends college he plans on studying international relations with expanding on his experience.

Introduction: Athletics and Activities Coordinator Ariana Cornejo, Public Works Coordinator Cody Kessel, Street Maintenance Technician Dannie (Danno) Fujita, Irrigation Technician Kevin Bustad, Professional Assistant to the Town Clerk Amie Medina and Police Officer Noah Buschner

Town Administrator Dave Reynolds introduced new town employees, Athletics and Activities Coordinator Ariana Cornejo, Public Works Coordinator Cody Kessel, Street Maintenance Technician Dannie (Danno) Fujita, Irrigation Technician Kevin Bustad, Professional Assistant to the Town Clerk Amie Medina and Police Officer Noah Buschner.

Town Athletic Director Aimee Gerber introduced Ariana (Ari) Cornejo and described her role as the Athletic and Activities Coordinator. She said Coordinator Cornejo was well versed in sport activities and had been involved with the recreation department for several years, a quick learner and she was happy to have her on the team. Council welcomed Athletics and Activities Coordinator Cornejo.

Town Public Works Director John Wenzel introduced Cody Kessel as the Public Work Coordinator. Council welcomed Public Works Coordinator Cody Kessel.

Director Wenzel introduced Street Maintenance Technician Dannie (Danno) Fujita. Council welcomed Street Maintenance Technician Dannie (Danno) Fujita.

Director Wenzel introduced Irrigation Technician Kevin Bustad. Council welcomed Irrigation Technician Kevin Bustad.

Director Wenzel introduced Parks Manager Ryan Barkman. Council welcomed Parks Manager Ryan Barkman.

Interim Town Clerk Mindy Andis introduced Amie Medina as the Professional Assistant to the Town Clerk. Clerk Andis said Assistant Medina was very eager to learn her new duties and responsibilities. The Clerk's office is happy to have her as part of the team. Council welcomed Assistant Amie Medina.

Police Corporal Justin Reynolds introduced Officer Noah Buschner. He said Officer Buschner comes to the police department from upstate New York. The Police Department is excited to have Officer Buschner in the department. Council welcomed Officer Noah Buschner.

Police Department Update:

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Corporal Reynolds gave a brief update of the Police Department. He said the department is still down two officers and are actively searching for officers. They have reached out to the academies to see who do not have sponsors. The department currently has four spare vehicles and have taken the chief's old vehicle to have a cage put into it, so it will be a patrol vehicle. Therefore, my not need to purchase vehicles for next year. They are also looking into federal grants for mobile data terminals (the computers for the vehicles). Currently New Castle is the only agency in the area that doesn't have terminals in the patrol cars. They have received approval from the grant agency to move forward with the body cams. The grant was for up to \$25,000.00. Officer Reynolds said the department has been actively enforcing and educating residents about the dog off leash law in New Castle.

Administrator Reynolds wanted to recognize Officer Reynolds for a case he recently had. He said he had received a letter from the Detective from Oakland Township, Michigan. The detective wrote to commend Officer Reynolds on a felony stop that took place on I-70 and was able to arrest the wanted person from Michigan.

Public Works Department Update:

Director Wenzel said he had a lot of employee turnover this year, more than any other time. Employees from other departments have been promoted to vacant positions and he is looking to hire for the opened positions because of the changes. Two wastewater operators have resigned parks manger resigned recreation director resigned and another employee is out with a serious medical issue. However, the department is still in good shape due to the employees and knowledge that is there. The digester blower building went out to bid and the bid came back a lot higher than budged for. Staff has done a lot of work on the Redrock Ditch. His department self-performed the work and laid over 4,000 linear feet of pipe in the ditch. The reason for doing the was to increase the capacity and it will also eliminate water waste. He believes there is at least 40 percent of water waste with the water traveling 3 miles down the ditch. With piping the ditch also stops the trespass that occurs along the ditch. The dog park is complete and open to the public. The town had received grant money for some security locks and cameras, the project is mostly complete. He has hired a consultant to do the landscape design for the roundabout. The Dirty Hog Dash was another successful event, with 321 kids participating in the event. He opened sealed bids for three public works trucks and was successful in selling all three trucks. Bulk water sales are up again from last year. Capital asphalt management program will start August 1, 2023 with crack sealing and Center line strippers will start in the next couple of weeks.

Councilor Copeland asked what happens to the grant money for the digester blower building.

Director Wenzel said the town has two years to complete the project and sometimes they will allow us to have an extension on the funding. There are a couple options to complete the project. One is to self-perform the project or to act as general contractor and have a mixture of self-performance and subcontractors. There is also the option of sending the project out for a second bid.

Councilor Hazelton asked with the turnovers in the different departments, will there be any issues with certifications for water and wastewater.

Director Wenzel said sometimes that does happen. However, we do have current employees that hold current certificates with the state. If, for some reason we do lose one of those

employees, we do have a back up plan. We have worked with individuals on a contract basis to be our certified operators.

Councilor Carey was very happy with the tour she did of the water treatment plant and town staff did a great job with the tour.

LoVa (Lower Valley Trail Association) Trail Update:

Executive Director Jeanne Golay gave an update about current project. There currently a project with the Town of New Castle, City of Glenwood Springs, RFTA, Garfield County and FMLD grant (Federal Mineral Lease District). The project was supposed to finish by July 31, 2023, however the contractor is experiencing supply chain issues. The finish date has now been pushed back to mid-September 2023.

Director Golay asked about extending the bike path or trail past the green bridge at the west of town which would end at Elk Creek Elementary School driveway. The trail would also assist pedestrians to the trailhead at Burning Mountain Trail.

Councilor Carey said there is community desire for getting children to school safely.

Mayor A. Riddle said he likes the idea not only helping children get to school safely but also for getting riders to the Burning Mountain Trailhead.

Consider Approval of CDOT Agreement

Administrator Reynolds said he has the contract from CDOT for the \$500,000.00 for the roundabout which the town would be responsible for. He did meet with Garfield County Manager Fred Jarman and CDOT to assist with helping fund part of the town's responsibility. CDOT said the money they have for assistance has already been spoken for. Manager Jarman is currently working on an approach to the county commissions on behalf of the town. In the meantime, Administrator Reynolds has been working on the contract with CDOT and the town's attorney. One of the concerns the town attorney had was the maintenance of the roundabout. The maintenance and the \$500,000.00 is for the construction portion of the roundabout that is not in CDOT's right-of-way. There would be no more maintenance responsibly from the town for the project. Looking for approval for the agreement and CDOT will have a final version of the agreement at a later date. The approval will allow for the project to move forward. The payment for the \$500,000.00 would be in one invoice from CDOT in 2024.

MOTION: Councilor Copeland made a motion to approve the CDOT Agreement for \$500,000.00. Councilor Carey seconded the motion, and it passed on a roll call vote: Councilor Copeland: Yes; Councilor Mariscal: Yes; Councilor Carey: Yes; Councilor Hazelton: Yes; Mayor Art Riddle: Yes; Councilor G. Riddle: Yes.

Colorado River Valley Economic Development Partnership (CRVEDP) Update:

Administrator Reynolds said CRVEDP started with local town managers meeting regarding economic development in the valley. There are citizens that commute up valley and what the roadway would look like if the citizens were able to work in the community they live in. They have heard from the library district, CMC, state workforce and GNC, who would like to be involved in the conversation. CRVEDP went to Garfield County to get their input and perspective on what this might look like. The Rifle Economic Development Commission (REDC) heard about the CRVEDP and gave \$20,000.00 to the partnership and would like to be the fiscal agent. Administrator Reynolds went on to explain he believes the purpose of the partnership is explore the needs of the county and how to help those

needs. After some discussion council decided to have Administrator Reynolds to continue attending the meetings and see how it moves forward.

Consent Agenda

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

April 18, 2023 minutes

May 2, 2023 minutes

June 6, 2023 minutes

EAT Bistro & Drinks H&R Liquor License Renewal

MOTION: Councilor Mariscal made a motion to approve the amended consent agenda. Councilor Hazelton seconded the meeting and it passed unanimously.

Staff Reports

Town Administrator – Thanked everyone who came out and helped with Dirty Hog Dash and the dog park grand opening. Currently there are two interested parties in leasing the Kamm lot from the town. Finance Department will have a new person starting on July 31, 2023. With the recent turnover with staff, there have been a few exit interviews. There have been conversations with departments heads about keeping a healthy working environment and culture. Administrator Reynolds has been in contact with an outside company that does professional salary surveys for municipalities. Councilor Leland spoke with Administrator Reynolds regarding staff reviews that council does for the Town Administrator, Treasurer and Town Clerk positions. Councilor Leland had suggested reaching out to other staff members to get feedback on performance. Councilor Carey suggested having anonymous feedback from staff. There was a major waterline break in Lakota Canyon Ranch a couple of weeks ago. The water flowed down the street and flooded a crawl space. The owner had to hire a company to draw out the crawl space. The town has a "Good Neighbor" policy that helps the property owner with minor damages. He has been working with the property owner and have received final bill for the damage. Administrator Reynolds would like to pay the damage with the council's approval. Administrator Reynolds had a conversation with the Tommy Klein, City Manager of Rifle, who would like to be a reserve officer for the town. Mr. Klein is POST certified and would like to keep his certification. Administrator Reynolds and Assistant Rochelle Firth attended the Wildfire Collaboration meeting. The collaboration gathers all the fire departments and municipalities to work on fire mitigation pre/post fire planning. The Wildfire Collaboration was successful in receiving a grant in the amount of \$108,000.00.

Town Clerk – The clerk's office was approached by a local liquor license holder to have draft beer at Burning Mountain Festival. Clerk Andis said she will set up a meeting with the licensee if the council would like her office to proceed. Councilor Copeland stated she would like to see some canned beer as well as draft. Council agreed to have Clerk Andis meet with the licensee and report back with cost and profit breakdown. She announced the annual Titan Classic Golf Tournament and asked if council if they would want to sponsor two teams and a hole like they have done in the past or do something different. Council agreed to move forward with two teams and a hole.

Town Treasurer – Assistant Treasurer Viktoriya Ehlers said the bills for June have been complete. We are at 41 percent of the fiscal year, the revenue is at 41.42 percent and the expenses are at 36.84 percent. Tabacco tax at the end of June is at 53.4 percent. She will continue to take classes for government financial.

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Treasurer Loni Burk said she has received a draft of the audit from the auditor.

Town Planner – not present
Public Works Director – not present

Commission Reports

Planning & Zoning Commission – nothing to report
Historic Preservation Commission – reported the commission is looking at creating a historic district in the downtown.
Climate and Environment Commission – nothing to report
Senior Program – nothing to report
RFTA – Mayor A. Riddile was in Washington, DC asking for 17 million dollars in grant money to help complete the maintenance facility in Glenwood Springs. Learned last week the request was turned down.
AGNC – nothing to report
GCE – nothing to report
EAB – nothing to report
Detox – nothing to report

Council Comments

Councilor Carey said she had gone to a train session at CML Conference. She spoke with Union Public Affairs Director for Colorado. The director had asked for a letter about what the council was thinking about train speed. So, she had sent him some photographs and maps. She did hear back from the director and got back with Councilor Carey asking what the town wants, an overall train reduction. There is a cap speed for all trains and there are different variables for how fast a train is allowed to go.

Mayor A. Riddile thanked everyone who participated in the Dirty Hog Dash and the opening of the dog park. Also, thanked Councilor Hazelton for running the last meeting for him.

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

The meeting adjourned at 9:31 p.m.



Art Riddile

Mayor Art Riddile

Mindy Andis

Interim Town Clerk Mindy Andis, CMC