

**New Castle Town Council Regular Meeting
Tuesday, August 19, 2025, 7:00 PM**

Call to Order

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

Pledge of Allegiance

Moment of Silence for Steve Rippy

Roll Call

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

Absent None

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

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

Town Clerk Mindy Andis asked for item I to be removed from the agenda.

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

2024 Audit Presentation - John Cutler & Associates

Town Treasurer Viktoriya Ehlers told the council that John Cutler was attending to present the 2024 audited financial reports for 2024. She introduced Mr. Cutler.

Mr. Cutler greeted the council and said that first there were certain things he was required to tell the council as the governing board. He said the town had received an unmodified report, which is good and what you want. He said that there were no difficulties in performing the audit, which was good He also said there were no disagreements with

Town Council Meeting
Tuesday, August 19, 2025

management, which was good. Mr. Cutler said the town did sign a letter stating the town would take responsibility for the final statements and John Cutler & Associates did not need to consult with any other auditors. He also said that New Castle is a good financially sound town which is important and does have a healthy fund balance. Mr. Cutler said there were a couple of changes due to the change in how accrued sick leave is calculated. Councilor Leland asked in the Utility, the water went up 2.3 percent, however the town raised the utility bills by 5 percent and it's not reflecting the increase. Is that because people were using less water. Mr. Cutler said that could be and could be a factor. Councilor Leland asked about the accrued leave. Treasurer Viktoryia Ehlers explained in the past the accrued absences is all the vacation and holidays that the town is obligated to pay out. The town must recognize sick time as a liability. With GASB 101 even though it goes against the town's policy because sick time doesn't get paid out. GASB 101 was not clear on those liabilities, but something has to be recognized in the books even if it's not going to be paid out. In order to make it look correct she had to go back to 2023 and calculate it with the new calculation to have a correct starting balance. Treasurer Ehlers said she had a new audit manager this year and was very helpful and easy to work with.

Consider a Motion to Accept the 2024 Audit as Presented

MOTION: Councilor Carey made a Motion to Accept the 2024 Audit as presented. Councilor Mariscal seconded the motion, and it passed unanimously.

Consider a Letter of Interest from Trent Mahaffey for Appointment as an Alternate P&Z Commissioner

Administrator Dave Reynolds said as Council may recall, in recent years it was determined that having two alternate positions would help ensure the P&Z Commission is fully seated at each meeting. In the last few years this approach has proven to be a useful tool, allowing P&Z Commissioners to occasionally be absent for vacations, or to care for other business. This method also allows commissioners who are seated in the alternate positions to gain experience before taking on the full duties of a voting member. Mr. Mahaffey introduced himself to the council and explained his background and qualifications. He said he wants help to continue to grow to be a great community. He would like to take the next step and play a big role in what might happen in the future. He said he has experience with engineering, software and data bases.

MOTION: Councilor Hazelton made a Motion to Appoint Trent Mahaffey as an Alternate P&Z Commissioner. Councilor G. Riddile seconded the motion, and it passed unanimously.

Consider Designating Highland Cemetery as a Historic Landmark

Administrator Reynolds said in recent months' New Castle's Historical Preservation

Commission (HPC) has been studying the background of Highland Cemetery and considering the benefits Historical Designation for the site. As owners of the property, it would be up to Town Council to seek designation from HPC regarding Highland Cemetery. Knowing that HPC has looked at this issue, and sees value in designating the cemetery, staff are seeking direction on whether town council would care to work toward applying to HPC for this designation.

Town staff has prepared a report that outlines the approval criteria for such designations as well as gives historical background indicating how the cemetery may qualify for designation. (**Exhibit A**) If council wishes to move forward with Historical Designation, they may direct staff to complete an application and submit it to HPC for their consideration.

Administrator Reynolds and Assistant Michelle Huster reviewed the staff report with the council.

Administrator Reynolds said HPC has previously done only designated buildings. This is a very rare opportunity to designate land, and the cemetery is probably the oldest landmark in town to be designated. Staff recommendation would be to move forward to HPC. If, council decides to move forward with the designation, then council could direct staff to fill out the application and get it to HPC for their consideration.

Mayor A. Riddile said there is a lot of history, especially with the Civil War Veterans.

Mayor A. Riddile said there was a map on the caretakers shed and asked if it was still there still there. Assistant Huster said it is still there, but it has shutters covering the map to help protect it.

Mayor A. Riddile said it looks like the shed roof was replaced. Administrator Reynolds said someone had run into and torn part of the roof off.

Mayor A, Riddile said HPC does a great job.

HPC Commission Chair Mari Riddile said at one point the town council was in charge of maintaining the cemetery.

Councilor Hazelton said if the cemetery does get designated, the designation will not affect how the town can operate the cemetery. Administrator Reynolds said it wouldn't change the way funerals or burials are handled. If there were to be any changes to be made, they would go before HPC for their approval before any changes could be made.

HPC Commissioner Richard Parks said having the cemetery designated would open up grant opportunities for possible signage or maps.

Assistant Huter said it could bring people to the cemetery because the cemetery would be on a historic map.

The council agreed to direct staff to move forward with applying to HPC for the cemetery to be designated as a historic landmark.

Consider Request from Excel Energy for Extension of CUP Permit

Planner Paul Smith said on May 21, 2024, Xcel Energy was approved for a conditional use permit regarding the rebuild of a one mile portion of the Mitchell Creek to Rifle-Ute

transmission line (a.k.a. Transmission Line 6584) located in New Castle along the Grand Hogback. The approving resolution TC 2024-14 required the completion of two provisions prior to the issuance of the conditional use certificate. Those provisions are:

- **Resolution condition C:** Demonstration of conformance with the recommendations of the Town engineer and fire department;
- **Resolution condition D:** Submission of a construction management plan (**received August 4, 2025**);

At present, condition C related to the engineer's recommendations is the only item pending. The certificate, therefore, remains unissued.

Town code allows up to a year for a conditional use certificate to be issued (17.84.040 (E)). Extensions may be granted by council for good cause, otherwise the application is considered withdrawn. Since Xcel's application lapsed on May 20, 2025, they ask to extend the deadline six months from the original approval date, (**i.e. November 11, 2025**) to sufficiently address condition C.

Planner Smith said Xcel Energy has submitted a packet of requested documents for condition C today. The town engineer has not had a chance to review the information. Once the town has received the sign off from the town engineer, there would be a CUP certificate to be issued.

Mayor A. Riddile said the poles along County Road 335 were going to be replaced with a helicopter. Is there a timeframe for when that would happen? Planner Smith said that would be part of the phasing work that would take place. Excel Energy Representative Jennifer Chester said Xcel Energy is currently working on the construction phasing. Currently there is not a firm date for the helicopter work but are targeting sometime in the summer 2026.

Mayor A. Riddile asked about the frequency of the power outages in town. Ms. Chester said she is not sure but would check with another department and get back with the town. Councilor Leland said the request is extending the finalization of the permit and nothing to do with the construction schedule. Planner Smith said that is correct.

Councilor Leland said to notify the town when the helicopters will be in town working. Ms. Chester said she would and have it coordinated with everyone.

Planner Smith confirmed with Xcel Energy Representative Cory Miller if November 11, 2025, works or if need to go to November 20, 2025. Mr. Miller said November 20, 2025, should be enough time. The grading erosion control plan and drainage memo has been submitted and there should be enough time to make any corrections if need be.

Councilor Carey asked if the easements with the property owners were still a condition.

Planner Smith confirmed that is a condition and the wording is before a permit is issued to start work Xcel Energy has to provide proof of the easements.

Planner Smith said there will be some additional work that will be done by Hooper. The work will be around the Lakota Ridge Senior Housing which will include helicopter work. He is in the process of reviewing the application.

Councilor Carey asked if the town could get informed early enough because there will need to be trail closure notices to be put up on the trails in the area. Ms. Chester said she would make sure the request gets passed on to the correct people.

MOTION: Councilor G. Riddile made a motion to approve Request from Excel Energy for Extension of CUP Permit to November 20, 2025. Councilor Carey seconded the motion, and it passed unanimously.

Review 2025 Capital Improvement Plan

Administrator Reynolds said town staff and the Capital Committee recently met to evaluate and refine the plan, discussing completed projects, projects in progress, and future priorities. The review also included estimated project costs, funding sources, grant opportunities, and the urgency of each project.

Administrator Reynolds reviewed the Capital Improvement Plan and spreadsheet with the council. (**Exhibit B**).

Administrator Reynolds said the Capital Improvement Plan is a list of projects and the status of the projects. He also reviewed the 2025 budget and the proposed 2025 Capital Improvement List for the Capital Improvement Plan with the council.

2025 Budget

General Fund

Unassigned Fund Balance (Approx. 6 Month Emergency Reserve) - \$ 2.95 Million

Remaining Balance of \$ 113,103 in General Fund assigned as "Future Capital Projects TBD."

Traffic Impact Fund - \$ 425,761 (Lakota / CVD Related Projects only)

Long Term Capital Reserve - \$ 800,000 (*335 W. Main Street Purchase will lower this number*)

Utility Fund

\$ 3,188,945 Fund Balance Beginning January 2025

\$ 1.27 Million estimated available for Utility Fund Capital Improvements Projects in December 2025 (leaving 6 months reserve)

Conservation Trust Fund

\$ 166,659 Fund Balance Projection for December 2025

Proposed 2025 Capital Improvement List

General & Conservation Trust Fund

- **Facilities**
 - Town Hall Paint and Repair \$ 2,000.00
 - Reception Counter \$ 1,500.00
 - Purchase 335 W. Main Street \$190,051.15
 - Museum Updates \$ 10,000.00
 - PW / PD Backup Generator \$ 55,000.00
 - Town Hall HVAC Replacement \$ 39,000.00
 - Community Center HVAC \$ 35,000.00
- **Parks**
 - Park Monument Signs \$ 16,000.00
 - 335 W. Main St Park & Trailer Removal \$ 20,000.00
 - Alder Park Porta Potty Shelter \$ 10,000.00
 - KSE Accessible Playground Equipment \$ 20,000.00
- **Streets**
 - 2025 Street Preventive Maintenance \$ 342,124.00
 - US 6 Roundabout Landscape Project \$ 891,879.00
 - Guard Rail at WWTP \$ 30,000.00
- **Police**
 - In Vehicle Computers \$ 92,200.00
 - Rifle Replacement Project \$ 32,500.00

Proposed 2025 Capital Improvement List

Utility Fund

- Raw Water Irrigation Expansion \$ 462,843.00
- WWTP Offices & Shop Design Work \$ 57,000.00
- WWTP Offices & Shop \$1,293,633.00
- South Side Intercept Design \$ 90,000.00
- Water Treatment Plant Backup Generator \$ 65,000.00

Administrator Reynolds reviewed the 2025 Project Tier List with the council

Capital Projects

2025 Project Tier List

Tier 1 Projects (Critical & Urgent)

	Funded	Department	Description	Estimated Cost
In progress	Yes	Streets	US6/CVB Roundabout Landscape Construction	\$891,897.00
In progress	Yes	Admin	Town Hall HVAC Replacement	\$39,000.00
In progress	Partial	Utilities	WWTP Garage & Lab Design	\$57,000.00
In progress	Yes	Utilities	Raw Water Irrigation Expansion	\$462,843.00
In progress	Yes	Utilities	WWTP Garage & Lab Construction	\$1,293,633.00

Total \$2,744,373.00

Tier 2 Projects (Critical or Urgent)

	Funded	Department	Description	Estimated Cost
	no	Parks	Parks Monument Signs	\$16,000.00
	no	Parks	Frank Breslin Memorial Park - Boat ramp - Riverfront	TBD (\$2M)
	no	Streets	Formalize Sidewalk to Elk Creek Elementary School	\$350,000.00
	no	Streets	East Main Street Sidewalk	TBD (<\$1M)
	no	Utilities	Raw Water Upper Ditch Pipe & Siphon Project	\$1,000,000.00
	no	Public Works	PW / PD Facility Backup Generator	\$65,000.00
	no	Facilities	Town Hall Paint & Repair	\$2,000.00
	no	Utilities	South Side Intercept Design	\$90,000.00
	no	Utilities	South Side Intercept Construction	\$5,000,000.00
	no	Utilities	Arsenic Infiltration Abatement Design	TBD (>\$100k)
	no	Utilities	Arsenic Infiltration Abatement Construction	TBD (>\$1M)
	no	Parks	Burning Mountain Park Renovation	TBD (<\$1M)

Total \$10,623,000.00

Tier 3 Projects (Non-Critical & Non-Urgent)

Funded	Department	Description	Estimate Cost
no	Clerk	Reception Area Countertop	\$1,500.00
no	Utilities	Bridge to Vacant Land	\$600,000.00
no	Streets	7th Street Bypass: ROW	\$3,500,000.00
no	Streets	Downtown Streetscape Projects	\$450,000.00
no	Parks	Pave Rollie Gordon Trail	\$350,000.00
no	Facilities	Town Hall Expansion/Relocation Design & Construction	\$3,000,000.00
no	Parks	Boat Ramp Planning	\$75,000.00

Total \$ 7,976,500.00

Administrator Reynolds said most of the projects are self-performed by the Public Works Department and they are currently very busy with completing projects. With Public Works being so busy the town is looking at grants differently and what projects are low impact on staff so the Public Works Department can finish current projects.

Administrator Reynolds said the TBD funds that were budgeted for 2025 are being used for the current projects along with the ARPA funds.

Councilor Carey asked where the Wastewater Treatment Plant offices were moving to while the new building is being built. Administrator Reynolds said the operators have found space in various locations. The initial proposal was to move the offices to the Public Works Facility, however the operators wanted to stay onsite.

Councilor Carey asked if there were anticipation of any power outages when the power is being installed for the raw water pumps. Administrator Reynolds said he didn't believe so.

Councilor Carey asked when the power install starts if the town could notify her so she could talk with her neighbors. Administrator Reynolds said yes if the town gets notified by Xcel Energy.

Review Proclamation for Steve Rippy

Administrator Reynolds said at a recent town council meeting, it was determined that issuing a proclamation is an appropriate way to express the town's sincere gratitude for Steve Rippy's tireless service and lifelong commitment to our community, following his passing. He said Steve Rippy's memorial service is Saturday, August 23, 2025, at Burning Mountain Park.

The council reviewed the proclamation and made a few changes. Councilor Leland agreed to make the suggested changes to the proclamation.

Consider Resolution TC 2025-17 - A Resolution of the New Castle Town Council Supporting the Application for a Mini Grant from the Garfield County Federal Mineral Lease District for the Purchase and Replacement of Dated Firearms

Equipment Within the New Castle Police Department

Administrator Reynolds said Resolution TC2025-17 was in support of a fall mini grant application to the Federal Mineral Leasing District (FMLD) for the purchase and replacement of dated firearm equipment within the New Castle Police Department. Seeking \$30,000 toward a \$32,500 project, the project seeks to replace Police Department rifles that have reached the end of their useful life and have diminished in their reliability.

Lieutenant Stu Curry said their rifles are 15 plus years old and have been experiencing a lot of jams and are malfunctioning.

Mayor A. Riddile asked how many rifles would the grant purchase. Lieutenant Curry said the grant would purchase 12 rifles.

MOTION: Councilor G. Riddile made a motion to approve Resolution TC 2025-17 - A Resolution of the New Castle Town Council Supporting the Application for a Mini Grant from the Garfield County Federal Mineral Lease District for the Purchase and Replacement of Dated Firearms Equipment Within the New Castle Police Department. Councilor Mariscal seconded the motion, and it passed unanimously.

Consider Resolution TC 2025-18 - A Resolution of the New Castle Town Council Supporting the Application for a Traditional Grant from the Garfield County Federal Mineral Lease District for the Purchase and Installation of Emergency Backup Generators at the Water Treatment Plant and the Public Works Offices

Administrator Reynolds said the Resolution TC 2025-18 was to supporting a Fall Traditional Grant Application to the Federal Mineral Leasing District (FMLD) for the purchase and installation of emergency backup generators at the Water Treatment Plant and the Public Work Offices. Seeking \$105,000 toward a \$150,000 project, this project seeks to provide better continuity of services during times of local power outages. The staff has found a contractor who was willing to install the generators. Staff met with the contractor and walked the project and looked at the various facilities. Administrator Reynolds said the public works building is complex due to the solar panels that are on the public works building and on the shop building. Staff and the contractor looked at the water treatment building, they found that there is a place for a rented generator to be plugged in. One problem with renting a generator is that there is not a generator big enough to rent to be able to power the water treatment plant. Another issue that was discovered is that there would need to be a generator for the water treatment plant, if the entire town is out of power. The town has two major pump stations that the water plant sends water to. The Castle Valley Ranch Pump Station and the Lakota Canyon Ranch Pump Station. From there the pump stations send the water to the water tanks and fill the tanks. The water is gravity fed down to the homes from the water tanks. The town can

have a generator at the water treatment plant but without having a generator at the two pump stations it doesn't help to keep the water tanks full. Staff will be working with the contractor to get pricing for the generators for the two pump stations along with the public works facility and the water treatment plant. Administrator Reynolds said the cost that is stated in the resolution will not be correct. Staff hope to get final figures by next week from the contractor before the grant application is due. Staff's recommendation is to change the amount to at least \$300k and to ask FMLD grant for \$200k. The remaining \$100k would come from the 2026 budget from Utility Department. If the town is awarded the grant, the town has two years to complete the project. Administrator Reynolds said he had also changed the title of the resolution to be more general. He said the proposed title of the resolution to be ~~Backup Generators at the Water Treatment Plant and the Public Works Offices With the Change to PUBLIC WORKS CRITICAL~~

INFRASTRUTURE. Administrator Reynolds said by changing the title of the resolution would not bound the town to a specific location if the town didn't receive the grant ask. Counselor Hazelton asked if the generators for the pump stations could be trailered to the location. Administrator Reynolds said no because the generators would be too large to be moved.

Administrator Reynolds said there could be a possibility of just have a generator at the Lakota Canyon Ranch Pump Station because water could be gravity transferred from the Lakota Canyon Ranch water tank over to the Castle Valley Ranch water tank. If it comes down to funding the priority would be to put a generator at the water treatment plant and generator at Lakota Canyon Ranch Pump Station. Administrator Reynolds said the pump station at Lakota Canyon Ranch is located near Bear Dance Park and is almost in the backyard of a few residences on Blackhawk Drive. There would need to be a structure built such as a shed to help shelter the generator and to help with the noise.

Councilor Carey asked if the cost of building the structure included with the cost of the generator. Administrator Reynolds said staff has asked the contractor to provide turnkey pricing. The contractor is an electrician and not expected to build the shelter.

Councilor Carey asked if a similar shelter would be built for the Castle Valley Ranch Pump Station generator. Administrator Reynolds said the generator would sit right next to the shelter for the pump station and right next to homes.

Administrator Reynolds said there is a minimum match for the FMLD grant of a third of the request amount.

Administrator Reynolds said having the backup generators is allowing residences to have not only water but also fire protection. The water for fire protection comes from the water tanks.

Councilor Carey asked if the grant could be focused more on water and not electricity.

Administrator Reynolds said the grant would be written in a way of protecting the town's water source.

Council agreed allow staff to increase the grant request but not to exceed \$600k project cost.

MOTION: Councilor Hazelton made a motion to approve the Resolution TC 2025-18 - A Resolution of the New Castle Town Council Supporting the Application for a Traditional Grant from the Garfield County Federal Mineral Lease District for the Purchase and Installation of Emergency Backup Generators at the Water Treatment Plant and the Public Works Offices With the Change to PUBLIC WORKS CRITICAL INFRASTRUTURE and Not to Exceed \$600,000 Project Cost. Councilor Mariscal seconded the motion, and it passed unanimously.

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.

August 5, 2025, minutes

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

Staff Reports

Town Administrator –Administrator Reynolds said there was a webinar last week about the Zebra Mussels. Staff was able to attend the webinar. CML has a fall District Meeting on September 11, 2025, at 5pm at Silt River Preserve. The purpose of the meeting is CML wants to hear from municipalities. Administrator Reynolds said if council would like to attend to let either himself or Assistant Rochelle Firth know and would make reservations. There is a cost for the meeting. Administrator Reynolds said the property owner who bought 600 West Main Street from the town has done a lot of work. The owner has reached out to various contractors to get cost to build a building and right now building costs are over \$500 per square foot. The owner would like to come to council to ask the council for an extension of the timeline requirement due to the building cost. Administrator Reynolds said Rides and Reggae will be giving an update to the council in the near future.

Administrator Reynolds said Burning Mountain plans are coming along. Staff are getting signed up for various assignments. Councilor Mariscal has been working with the local pastors for the Sunday Worship Service on Sunday, September 14, 2025, at Burning Mountain Park.

Administrator Reynolds said the Colorado River Valley Economic Development Partnership (CRVEDP) has requested a letter of support from the town for a grant CRVEDP is applying for. There is a grant opportunity for CRVEDP to explore the idea of creating an Outdoor Recreation Coalition. CRVEDP are exploring the idea of a regional coalition for outdoor recreation, protecting outdoor property and expanding where recreation may or may not happen. CRVEDP has gone before the Garfield County Board of Commissioners. The BOCC has signed a letter of support and are on board for creating the coalition. Administrator

Reynold said there would be a representative from each municipality to be on the coalition board. The council reviewed the letter of support and was in agreement for Mayor A. Riddile to sign the letter.

Administrator Reynolds said at a prior meeting there was a presentation by CECE. CECE are putting a question on the November ballot in regard to childcare and adding a sales tax. Some of the councilors had expressed support of CECE. Staff have been researching to see how support has been done in the past. If council would like to support the ballot question, staff would bring a resolution to council at a future council meeting. Councilor G. Riddile said he would be in support of endorsing the CECE ballot question. The council agreed to have a resolution prepared to support the CECE ballot questions.

Administrator Reynolds reminded the council of the council's retreat on Saturday, September 27, 2025, at Lakota Canyon Recreation Center.

Administrator Reynolds said he would be meeting with the RE2 School Superintendent to discuss the vacant property in Castle Valley Ranch next to the town's property. He would also be discussing the Midland Avenue bypass and open discussion of SRO's.

Administrator Reynolds said he and Planner Paul Smith have an interview on Friday for the inspector position.

Administrator Reynolds said Planner Smith and Town Attorney Haley Carmer have been working the WUI Code because the state has new rules on how WUI codes get rolled out. Administrator Reynolds said the town had received a thank you card from the Chamber of Commerce for the town's participation and sponsorship with the Block Party. The chamber also sent out a survey of how the Block Party went. If any councilors has a comment or concern to let him know and he would add it.

Administrator Reynolds said Public Works Director John Wenzel has been working hard with SGM to get final CDOT approval for the landscaping of the roundabout.

Administrator Reynolds said Planner Smith is working with R2 Developer who was doing the rental units above VIX Park. R2 would like to make a little bit of an amendment to their PUD and will be coming to council for the amendments.

Administrator Reynolds said it is that time of year for staff reviews for himself, Clerk Andis and Treasurer Ehlers.

Town Clerk – Clerk Andis said Assistant Huster and Deputy Clerk Samantha Sorensen have been attending webinars for ADA compliance for the website. Clerk Andis said she has been working with Police Clerk Jessica Hernandez on the CBI Audits that are required every three years. The audit is to make sure we are in compliance with CBI's rules and regulations for the software the police department and court uses for histories, warrants and such. Clerk Andis said her office has been busy with phone calls regarding high utility bills which is due to high water usage.

Town Treasurer – Treasurer Ehlers said the council should have the audit and financials. She said everything in the MD&A is put together by herself and Administrator Reynolds, including all the numbers, all the analyzing and percentages, she or Administrator Reynolds can answer any questions.

Treasurer Ehlers said when you see the comparison of the total of sales tax and New

Castle's 3.5 percent sales tax revenue. The 3.5 percent sales tax comes from the Department of Revenue, and since we are a home rule municipality the state collects the sales tax for the town. Garfield County has made the decision to share their own sales tax along with the Town of New Castle's sale tax.

Treasurer Ehlers said she is making adjustments to the leave pay because of the new change of GASB 101.

Treasurer Ehlers said in the Utility Fund increased because of the deferred interest from ARPA Funds and the funds are now available to the town, because the town has so many projects.

Treasurer Ehlers said the budget worksheets have been distributed to the department heads. She said she had a meeting with Pinnacol and should have numbers soon.

Treasurer Ehlers said she had attended the annual CEBT meeting to get an update on the town's medical, dental and vision insurance and the rate will be going up 13.5 percent for 2026.

Councilor Leland asked how the audit with this year with working with a new auditor.

Treasurer Ehlers said it went well. The Audit Manager worked directly with her and was in constant direct communication.

Town Planner – not present

Public Works Director – not present

Commission Reports

Planning & Zoning Commission – have not met

Historic Preservation Commission – Councilor Copeland said they discussed the cemetery designation.

Climate and Environment Commission – Councilor Leland said CEC only received two grant applications for the business grant.

Senior Program – have not met

RFTA – Neither Mayor A. Riddile or Councilor Copeland was able to attend.

AGNC – Councilor Hazelton said the Economic Summit will be August 27, 2025, in Rifle. He said there is a special session that the governor has called. There is a bill that will be introduced during the special session to pause the wolves introduction. AGNC has played a big role in that bill. The idea was to take the money that was allocated for wolf introduction and put it towards the Colorado Health Insurance Affordability.

GCE – Councilor Leland they have not met but did receive an email and GCE is proposing a 5 percent increase in the contribution which would bring the town to \$18k for 2026.

EAB – have not met

POSTR – have not met

Council Comments

Councilor Leland said we should look at getting a generator for town hall with as many outages New Castle has been experiencing lately. He asked if anybody notified CML about the passing of Steve Rippy. Administrator Reynolds said not that he was aware of.

Councilor Leland said he would contact CML.

Councilor Copeland said the raw water line at the end of Noth Wild Horse Drive where the

pavement ends has an area on the left side that keeps collecting water. Administrator Reynolds said he would have the parks department take a look at it. Councilor Hazelton said Steve Rippy had given him a sand borne map of the town in 1893. He explained that a sand borne map was taken for insurance purposes. A company from New York City would come into town and map out every dwelling in town. Mr. Rippy's request was to have the map go to the museum. Councilor Hazelton contacted Charles Englebort to meet him at the community center and set up lights and took pictures of the map. The picture turned out well and they will try to sell the pictures since it's a great piece of New Castle's history. The money raised would go to the museum. Councilor Hazelton asked if the old school housing is offered as residential. Administrator Reynolds said no, it can't be. Councilor Hazelton said they were marketing it as one bedroom and one bath. Administrator Reynolds said he would look into it. Councilor Hazelton asked if the town needs to get a temporary construction trailer for the wastewater plant offices. Administrator Reynolds said staff had considered that and said no they didn't want it. Councilor Hazelton said the staff employee picnic went well and was great that it was done for staff. Administrator Reynolds said the clerk's department and the police department did a terrific job putting it all together. Councilor Carey thanked Councilor Hazelton for his work with the sand borne maps. She asked Administrator Reynolds when he would like questions for the retreat. Administrator Reynolds said sooner the better. He said with staff being so busy with projects that part of the conversation would be short, and rest of the conversation will be mainly about 2026 budget. Councilor Carey asked Administrator Reynolds when he speaks to RE2 School Superintendent if he could talk to them about the amount of water they are using. Councilor Hazelton said Elk Creek Elementary School has sprinklers running in the middle of day that don't turn. Councilor Mariscal said CMC is hosting a Consulate Forum on September 11, 2025, from noon-1:30pm. The event is bringing together consular representatives from Mexico, Guatemala, El Salvador and Honduras. The forum offers a chance to connect with consulates and learn and understand the services they provide to support the local communities.

Items for Future Council Agenda

There were none.

Adjourn

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

The meeting adjourned at 9:10p.m.

Respectfully submitted,



Mindy Andis
Town Clerk Mindy Andis, CMC

Art B. Riddile
Mayor Art Riddile



Exhibit A
to
8-19-25 Council Minutes

Town of New Castle
450 W. Main Street
PO Box 90
New Castle, CO 81647
Planning & Code Administration
Department
Phone: (970) 984-2311
Fax: (970) 984-2716

Staff Report
New Castle Town Council
Consideration of a Historical Designation for Highland Cemetery at 1009
Clubhouse Dr., New Castle, CO 81647.

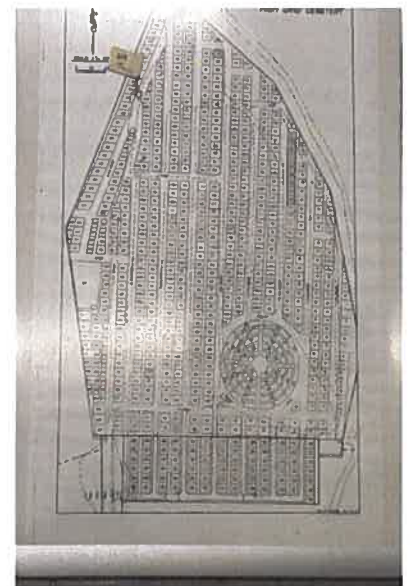
Report Date: 08/01/2025

Project Information

Property Owner/Applicant: Town of New Castle, Historic Preservation Commission
Owner's Mailing Address 450 W. Main St. P.O. Box 90, New Castle, Co 81647
Property Address: 1009 Clubhouse Dr. New Castle, CO 81647
Current Use: Cemetery
Municipal Code Reference: Chapter 15.44 (Articles 1-5)
Size of Lot: 10.512 Acres
Street Frontage: Clubhouse Dr.
Existing Zoning: Cemetery
Surrounding Zoning: R/L, Open Space/Public

I The Application

The Town of New Castle Historic Preservation Commission (HPC) requests approval of a historical landmark designation for Highland Cemetery located at 1009 Clubhouse Dr. The purpose of landmark designations are to enhance the town's local historic resources by protecting and preserving the town's architectural, historic, and cultural heritage as embodied at these sites. Landmark designations may also serve to provide added property value and/or potential tax credits for the property owner. Therefore, on July 21, 2025, the HPC adopted an order to schedule a public hearing for August 19, 2025, pursuant to section 15.44.180 of the municipal code (MC) to consider the current request. The applicant HPC, the public and staff have been invited to attend the hearing in order to express their opinions on the proposed designation. The Council shall act officially on the application within twenty-five (25) working days after the close of the hearing.

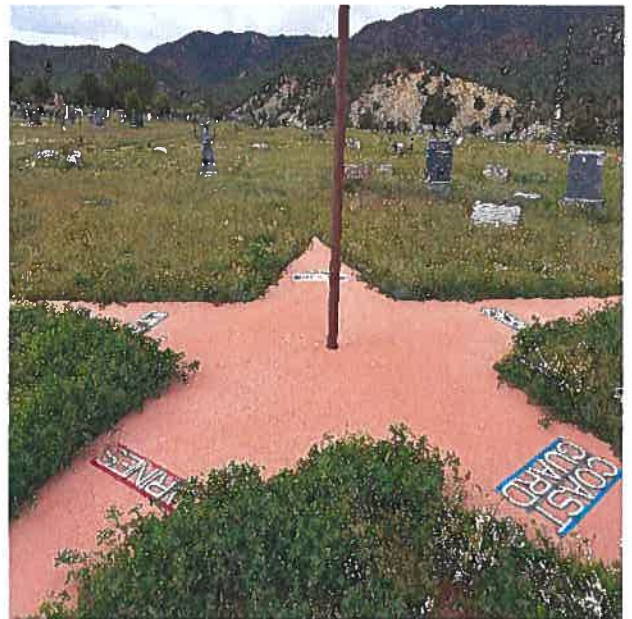


Map of Highland Cemetery

II History and Visual Features

Highland Cemetery sits at the end of Clubhouse Drive overlooking the Town of New Castle with one of the best views of the Grand Hogback and surrounding area. It is 10.51 acres bordered by Lakota Links Golf Course, Club House Drive and undeveloped Lakota Golf Properties. The town of New Castle began burying townspeople in Highland Cemetery in 1888, the same year the town was incorporated.

The cemetery was private property in 1896, and was owned by Mrs. Teresa Schuessler. Mrs. Schuessler wanted to run the cemetery and be compensated by the town, but settled with the town purchasing the cemetery on June 13, 1897 for \$200. Interestingly, Mrs. Teresa Schuessler was the mother-in-law of infamous New Castle mine owner, PC Coryell. The earliest burial of record was in 1889. Among the earliest burials were Civil War Veterans who settled in New Castle after the Civil War to work in the coal mines. The Cemetery on the hogback ridge is laid out in formal blocks with ten north/south roads and four east/west roads. Many Veterans are buried in Old Soldier's Circle that features a red concrete 5-point star and the insignias of the five branches of the military. There is a United States Flag in the center of the star. The town's traditions honor Veterans and their families on Memorial Day. There are wives and children of veterans who can be found here.



Old Soldier's Circle

Historical features of the cemetery include:

- Iron sign built by Barney Fuienwider who owned the town's steel and blacksmith shop.
- Rustic landscaping of native plants and natural features.
- Potter's field where dozens of casualties are interred from the Vulcan Coal Mine explosions.
- Gravel walkways with street signs.
- Grave enclosures and monuments represented overtime and a variety of historical styles.
- Monuments and large family lots made from granite, marble, wood, metal, and concrete.
- Multiple statues and monuments for children long since forgotten.
- Historical grave markers placed by Woodsman of the World fraternal organization.



Original Cemetery Sign

A second sign was added to Highland cemetery at the new entrance when the Lakota Ranch development began. Newer features of the cemetery include,

- A new sign added at the new entrance by the caretaker's shed.
- Caretaker's shed
- Informational Kiosk

The current caretaker, Mike Miller, is the formal caretaker in Highland Cemetery's existence. Mike has created grave markers for those who could not afford them. Mr. Miller has maintained the integrity of the cemetery, and coordinates surveys and openings of the plots for burials. Prior to Mr. Miller, Council members were responsible for the upkeep of the Cemetery site. The landscape is maintained twice a year by the town's Parks department, before the annual Memorial Day flag ceremony in the Cemetery. Families are permitted to decorate the graves as they like, but are asked not to light candles, or plant vegetation that may not survive in the arid climate.



Newer Highland Cemetery Sign

III Historic Significance

- Highland Cemetery was founded in 1888.
- The first person interred in Highland Cemetery was John Battista Garbolino. John was an Italian immigrant who worked in the coal mines near New Castle.
- Among the people resting at Highland Cemetery are pioneers of New Castle and the surrounding areas.
- Highland Cemetery holds remains of many people who helped shape New Castle and the surrounding ranches.
- Highland cemetery keeps 177 miners from the Coryell, Vulcan, Keystone, B&M and Consolidated Mines who were killed in three separate explosions. They represent an important part of the early development and growth of New Castle.
- Civil War Veterans and families.
- Highland Cemetery is the resting place for immigrant families who immigrated here to find opportunities and land.
- Highland Cemetery is a resting place for many people who died before their times from Typhoid Fever, Spanish Flu and Tuberculosis.



First Recorded Burial

IV Historical People in Highland Cemetery

James Nesbit Adams: Served in the Civil War and his name appears as J.N. Adams on the Pennsylvania State Monument in Gettysburg. James moved to New Castle after the war for health reasons but only lived here for 4 years before his death. He is buried in the Old Soldiers Circle along with his daughter Hattie.

Jasper Ward was the first settler in New Castle in 1883 after leaving Carbonate on the Flat Tops because of the harsh winters. Jasper and Ute Chief Colorow visited frequently. The Colorow trail is named after him.

Merrit Vandeventer was the first Mayor and Postmaster of New Castle.

Ellen Ganley was the first bride married in New Castle. She was also a midwife in the town.

Josephine Rolletto was an Italian immigrant Can-Can dancer who grew flowers on New Castle's main Street.

Bert Gregori was an Italian immigrant who served on town council and owned several businesses and a restaurant. Mr. Gregori a representative for other immigrants and held events where families could celebrate their Italian heritage. Mr. Gregori began a successful restaurant in New Castle and eventually moved to Glenwood Springs. That restaurant still exists today.

Paul Morley was young child who went missing during hunting and camping trip with his family in Rio Blanco County. Paul wandered away from camp and was believed to be taken by Native Americans. The fate of this lost boy was a mystery until forty-seven years later when a child's shoe was found four miles down the river with skeletal remains of a child's foot. Based on the style of shoe, the child was identified as Paul Morely. Paul's family had written to the town with an account of the memory forty-seven years later.

William Griffith and Paul Rennix: Billy Griffith was a former Town Marshal, a popular baseball player and a saloon owner who was convicted in court of assault, unfairly he believed. On November 10, he accosted Frank Sample on Main Street, one of the people who had testified against him. Town Marshal, John Rennix, stepped in and Griffith shot the marshal in the stomach. Rennix was able to get off a couple of shots before collapsing, and he managed to wound Griffith. Griffith ran up to the second floor of the Trimble Building. William Davis and Town Councilor Hugh Miller had rushed to Marshall Rennix to try to help him. Griffith started firing from a second-floor window, and hit Davis in the head, killing him. A posse of forty men arrived from Glenwood Springs and fired into the building. No one, however, dared to enter the building until Griffith's girlfriend, Lelia McMichael, volunteered to look in. Lelia discovered that Griffith had turned his gun on himself and shot himself in the head. Marshal Rennix died the next day at the sanitarium in Glenwood Springs. Griffith, Rennix and Davis are all buried in Highland Cemetery. John Rennix was laid to rest next to his wife, Lieuvernina, who died 9 years before.

Katherine Senor was a beloved English teacher at New Castle School Rifle High School and Riverside Middle School. Kathryn Senor Elementary School is named after her. She is resting in Highland Cemetery.

Several generations of families are in Highland Cemetery and have living descendants living and thriving in New Castle to this day. There are so many family names to mention.



V Criteria for Designation

Highland Cemetery has long been *identified* as a historic property in New Castle. According to MC 15.44.160 a property may be identified as a historic property if it possesses (or potentially possesses) any of the following qualities or characteristics:

- A. Has existed for at least fifty (50) years prior to the date of identification;
- B. Is associated with events that have made a significant contribution to the broad pattern of the town's history;
- C. Is associated with the lives of persons significant in the town's past;
- D. It embodies the distinctive characteristics of a type, period, or method of construction, is the work of a master builder, or possesses high artistic value;
- E. It has yielded, or may be likely to yield, information important in prehistory or history;
- F. It exemplifies the cultural, economic, social, or historic heritage of the town;
- G. Has relationship to other distinctive areas that are eligible for preservation according to a plan based on a historic, cultural, or architectural motif;
- H. Unique location or singular physical characteristic representing an established and familiar visual feature of a neighborhood, community, or the town.

Highland Cemetery meets the approval criteria, now Council will consider whether to elevate this recognition to *designation* status. Pursuant to MC Section 15.44.050, a site, landmark, or district may be designated for preservation if it meets one or more of the following criteria.

- A. **Historical Importance.** The site, landmark or district has character, interest or value as part of the development, heritage or cultural characteristics of the town, state or nation; is the site of a historic event with an effect upon society; is identified with a person or group of persons who had some influence on society; or exemplifies the cultural, political, economic, social or historic heritage of the community.
- B. **Architectural Importance.** The site, landmark or district portrays the environment of a group of people in an era of history characterized by a distinctive architectural scale; embodies those distinguishing characteristics of an architectural-type specimen; is the work of an architect or master builder whose individual work has influenced the development of the town or contains elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.
- C. **Geographic Importance.** The site, landmark or district, because of being part of or related to a square, park or other distinctive area (i.e., river crossings), should be developed or preserved according to a plan based on a historic, cultural or architectural motif or due to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood, community or town.
- D. **Inclusion in National Register of Historic Places.** Inclusion of any property within the town in the National Register of Historic Places as provided in the National Historic Preservation Act of 1966 shall be construed as local historic site designation, and subject to the same protections as any local historic site.

VI Staff Comment

From the discussion above, there is strong evidence that Highland Cemetery has been a vital aspect

of New Castle's heritage. **Historically**, Highland Cemetery is the final resting place for people who shaped New Castle. Highland Cemetery continues to inter family and friends from multiple generations. The artistry of the gravestones reflects the passage of time, showcasing styles from the early pioneer and Victorian eras to the present day. Highland Cemetery's gravestones are rich in symbolism. They include marble carvings of lambs which often mark the graves of children, representing innocence and sacrifice. Tree stump tombstones symbolize lives cut too short and are often significant to Woodsmen of the World. Several headstones also feature the I.O.O.F. emblem, representing the Independent Order of Odd Fellows, which connect to historic buildings on Main St.

This general significance aside, the Council must still consider whether the request for designation conforms to the approval criteria.

Another important consideration if approved, specifically for an owner of a landmark designation, is HPC's ongoing level of involvement with the cemetery. Once a property is designated, the HPC will review all future changes to the exterior for conformance to the historical design standards of the C-1 zone district per *MU 17.40*. Town code requires that:

Any person desiring to remove, demolish or change the exterior appearance or the exterior architectural features of improvements on real property designated as a historic site, landmark or district or desiring to change the land surface of any such real property, shall submit to the historic preservation commission an application for approval and a specific statement of the work proposed, together with such details as the commission may require. (15.44.300(B))

Town Council should be settled on the HPC's role with the historical landmark moving forward.

VII Staff Recommendation:

The staff recommends the following conditions be considered by the Commission in their deliberations to approve the application.

1. Pursuant to 15.44.360, nothing shall be construed to prohibit the accomplishment of any work on any historic site, landmark or district which will neither change the exterior appearance (including color and materials) nor the exterior architectural features of improvements or structures, nor the character or appearance of the land itself and which is considered necessary as a part of normal maintenance and repair.
2. In the event that commissioners or staff observe unapproved modifications, the applicant or owner may be summoned before the HPC in a public meeting to show cause why the landmark designation should not be revoked, suspended, or additional conditions imposed. Such show-cause meeting shall be open to the public and the Applicant or owner may present testimony or offer other evidence on its behalf.
3. The applicant shall comply with all applicable building, residential, electrical and municipal code requirements including all sign code regulations.
4. All representations of the applicant in written and verbal presentations submitted to the Town or made at public meetings before the Historic Preservation Commission shall be considered part of the building permit application and binding on the applicant.

Staff agree that Highland Cemetery has met approval Criteria A because it was founded in 1888. Staff believe that approval criteria B and C have been met because many of the town's historical people are interred there. Approval criteria D is met with the artistic and cultural value through the memorial markers placed there. Highland Cemetery exemplifies the historic significance of the town as well as having a singular characteristic representing an established and physical feature of the community.

Historical landmark designation may bring visitors to Highland Cemetery that may not have stopped otherwise. It is a landing spot for people seeking historical information as well as the location of family members in Highland Cemetery. Highland Cemetery may bring tourists specifically interested in historic cemeteries, if designated.

Photos from Highland Cemetery



Paul Morley's Grave, his shoe and foot were found 47 years after he went missing.



Child's Grave 1913



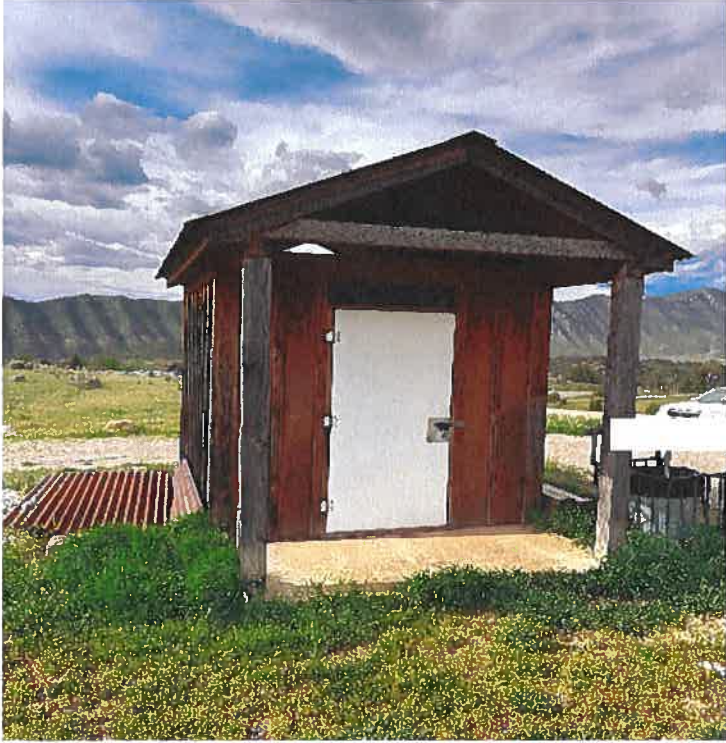
Grave Marker Made by Mike Miller



Teacher Whom KSE is Named After



Woodsmen of the World Tombstone



Caretaker's Shed



Graves of Billy Griffith and Marshal John Rennix, Participants in a Shootout that Left 3 Dead

Exhibit B
to
8.19.25 Council Minutes



Town of New Castle

2025 Capital Improvement Plan

2025 Budget

General Fund

Unassigned Fund Balance (Approx. 6 Month Emergency Reserve) - \$ 2.95 Million

Remaining Balance of \$ 113,103 in General Fund assigned as “Future Capital Projects TBD.”

Traffic Impact Fund - \$ 425,761 (Lakota / CVD Related Projects only)

Long Term Capital Reserve - \$ 800,000 *(335 W. Main Street Purchase will lower this number)*

Utility Fund

\$ 3,188,945 Fund Balance Beginning January 2025

\$ 1.27 Million estimated available for Utility Fund Capital Improvements Projects in December 2025
(leaving 6 months reserve)

Conservation Trust Fund

\$ 166,659 Fund Balance Projection for December 2025

Proposed 2025 Capital Improvement List

General & Conservation Trust Fund

- **Facilities**
 - Town Hall Paint and Repair \$ 2,000.00
 - Reception Counter \$ 1,500.00
 - Purchase 335 W. Main Street \$190,051.15
 - Museum Updates \$ 10,000.00
 - PW / PD Backup Generator \$ 55,000.00
 - Town Hall HVAC Replacement \$ 39,000.00
 - Community Center HVAC \$ 35,000.00
- **Parks**
 - Park Monument Signs \$ 16,000.00
 - 335 W. Main St Park & Trailer Removal \$ 20,000.00
 - Alder Park Porta Potty Shelter \$ 10,000.00
 - KSE Accessible Playground Equipment \$ 20,000.00
- **Streets**
 - 2025 Street Preventive Maintenance \$ 342,124.00
 - US 6 Roundabout Landscape Project \$ 891,879.00
 - Guard Rail at WWTP \$ 30,000.00
- **Police**
 - In Vehicle Computers \$ 92,200.00
 - Rifle Replacement Project \$ 32,500.00

Proposed 2025 Capital Improvement List

Utility Fund

- Raw Water Irrigation Expansion \$ 462,843.00
- WWTP Offices & Shop Design Work \$ 57,000.00
- WWTP Offices & Shop \$1,293,633.00
- South Side Intercept Design \$ 90,000.00
- Water Treatment Plant Backup Generator \$ 65,000.00

Capital Projects 2025 Project Tier List

Tier 1 Projects (Critical & Urgent)			
Funded	Department	Description	Estimate Cost
In progress	Streets	US6/CVB Roundabout Landscape Construction	\$891,897.00
In progress	Admin	Town Hall HVAC Replacement	\$39,000.00
In Progress	Utilities	WWTP Garage & Lab Design	\$57,000.00
In Progress	Utilities	Raw Water Irrigation Expansion	\$462,843.00
In progress	Utilities	WWTP Garage & Lab Construction	\$1,293,633.00
Total Tier 1 Need:			\$2,744,373.00

Notes:

Capital Projects 2025 Project Tier List

Tier 2 Projects (Critical or Urgent)			
Funded	Department	Description	Estimate Cost
no	Parks	Parks Monument Signs	\$16,000.00
no	Parks	Frank Breslin Memorial Park - Boat ramp - Riverfront	TBD (\$2M)
no	Streets	Formalize Sidewalk to Elk Creek Elementary School	\$350,000.00
no	Streets	East Main Street Sidewalk	TBD (<\$1M)
no	Utilities	Raw Water Upper Ditch Pipe & Siphon Project	\$1,000,000.00
no	Public Works	PW / PD Facility Backup Generator	\$65,000.00
no	Facilities	Town Hall Paint & Repair	\$2,000.00
no	Utilities	South Side Intercept Design	\$90,000.00
no	Utilities	South Side Intercept Construction	\$5,000,000.00
no	Utilities	Arsenic Infiltration Abatement Design	TBD (>\$100k)
no	Utilities	Arsenic Infiltration Abatement Construction	TBD (>\$1M)
no	Parks	Burning Mountain Park Renovation	TBD (<\$1M)
Total Tier 2 Need:			\$10,623,000.00

Note: Total cost estimate is based on upper end of TBD figures.

Capital Projects
2025 Project Tier List

Tier 3 Projects (Non-Critical & Non-Urgent)			
Funded	Department	Description	Estimate Cost
no	Clerk	Reception Area Countertop	\$1,500.00
no	Utilities	Bridge to Vacant Land	\$600,000.00
no	Streets	7th Street Bypass: ROW	\$3,500,000.00
no	Streets	Downtown Streetscape Projects	\$450,000.00
no	Parks	Pave Rollie Gordon Trail	\$350,000.00
no	Facilities	Town Hall Expansion/Relocation Design & Construction	\$3,000,000.00
no	Parks	Boat Ramp Planning	\$75,000.00
Total Tier 3 Need:			\$7,976,500.00

Notes:

Questions ?