

**New Castle Town Council Meeting
Tuesday, November 15, 2011, 6:00 p.m., Town Hall**

Call to Order

Mayor Breslin called the meeting to order at 6:03 p.m.

Pledge of Allegiance

Roll Call

Present	Mayor Breslin Councilor Metzger Councilor Bunn Councilor Leland Councilor Stuckey
Absent	Councilor Riddile Councilor Russi

Also present were Town Administrator Andy Barton, Town Clerk Melody Harrison, Police Chief Chris Sadler and Municipal Court Clerk Mindy Gulliksen.

Meeting Notice

Town Clerk Melody Harrison verified that her office gave notice of the meeting in accordance with Resolution TC-2011-1.

Conflicts of Interest

There were no conflicts of interest.

Executive Session

Councilor Leland made a motion to go into executive session for purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators under C.R.S. section 24-6-402 (4)(f)(I) for the purpose of:

Personnel Matters

Councilor Metzger seconded the motion and it passed unanimously.

At the end of the executive session, Mayor Breslin made the following statement:
"The date is November 15, 2011, the time is 7:26 p.m. and the executive session has been concluded. The participants in the executive session were: Councilors Riddile Metzger, Leland, Bunn and Stuckey; Mayor Breslin; Clerk Harrison, Administrator Barton, Police Chief Sadler and Court Clerk Gulliksen. For the record, if any person who participated in the executive session believes that any substantial discussion of any matters not included in the motion to go into the executive session occurred during the executive session, or that any improper action occurred during the executive session in violation of the Open Meetings Law, I would ask that you state your concerns for the record."

There were no concerns stated.

Councilor Russi arrived at 7:30 for the remainder of the council meeting.

Agenda Changes

MOTION: Councilor Leland made a motion to add the appointment of the Town Prosecutor to the agenda. Councilor Metzger seconded the motion and it passed unanimously.

MOTION: Councilor Leland made a motion to appoint Angela Roff as the Town Prosecutor, with the condition that she name an alternate attorney, and that Administrator Barton discuss with Ms. Roff the maximum budgeted funds for 2012 of \$19,750.00. Councilor Bunn seconded the motion and it passed unanimously, with Councilor Russi abstaining from the vote.

Citizen Comments on Items NOT on Agenda

There were no citizen comments.

Consultant Reports

Consultant Attorney – not present

Consultant Planner – not present

Consultant Engineer – not present

Items for Consideration

Recess Town Council, Convene as Water Sewer Enterprise 7:31 p.m.

Consider Ordinance 2011-E-1 - an Ordinance of the Town of New Castle Water and Sewer Enterprise Amending the Municipal Code Regarding Charges for Water and Sewer Service (first reading)

Public Works Director John Wenzel provided the council with an updated rate comparison sheet, noting that he had made an error on the comparison presented at the budget workshop.

The council discussed how the new rate information would be disseminated to the public. Administrator Barton told council that the access channel, website and utility bills could be utilized to notify the public of the rate changes. He also suggested that the town newsletter be published in January rather than February with the rate information. The council agreed.

Director Wenzel told the council that his department was working on branding the utilities and thought he could have some of that information available for the January newsletter. Administrator Barton offered to have the council review the newsletter article prior to publishing so they could offer their input.

MOTION: Mayor Breslin made a motion to approve Ordinance 2011-E-1 - an Ordinance of the Town of New Castle Water and Sewer Enterprise Amending the Municipal Code Regarding Charges for Water and Sewer Service (first reading). Councilor Russi seconded the motion.

Discussion: Councilor Leland said that the previous year the rate increase had been discussed at length by the council, and since he had missed the budget workshop, he asked if the rate increase for 2012 had been discussed. Mayor Breslin said that it was discussed, but the discussion could be opened again if Councilor Leland wished.

The ordinance passed on a roll call vote: Councilor Bunn: yes; Councilor Leland: yes; Mayor Breslin: yes; Councilor Metzger: yes; Councilor Stuckey: yes; Councilor Russi: yes.

Mayor Breslin asked Clerk Harrison if there had been many complaints the previous year when rates were increased. Clerk Harrison said there were very few and the complaints were primarily about the citizens being unaware a rate increase had been approved.

Adjourn Water/Sewer Enterprise, Reconvene Town Council 7:42 p.m.

Consider Ordinance 2011-9 - An Ordinance of the Town of New Castle, Colorado summarizing additional expenditures for the General Fund and adopting a supplemental budget for the Town of New Castle, Colorado, for the calendar year beginning on the first day of January, 2011 and ending on the last day of December, 2011. (first reading)

Mayor Breslin opened the public hearing at 7:43 p.m.

There were no public comments.

Administrator Barton told the council that a supplemental budget was required by the state of Colorado. He said Town Finance Director Lyle Layton did not expect to use the \$50,000.00, but if needed, it would be by council approval only.

Mayor Breslin closed the public hearing at 7:44 p.m.

MOTION: Councilor Russi made a motion to approve Ordinance 2011-9 - An Ordinance of the Town of New Castle, Colorado summarizing additional expenditures for the General Fund and adopting a supplemental budget for the Town of New Castle, Colorado, for the calendar year beginning on the first day of January, 2011 and ending on the last day of December, 2011. (first reading). Councilor Stuckey seconded the motion and it passed on a roll call vote: Councilor Russi: yes; Councilor Metzger: yes; Mayor Breslin: yes; Councilor Stuckey: yes; Councilor Bunn: yes; Councilor Leland: yes

Rifle Regional Economic Development Corporation - Update of projects and goals

Julie Bjurstrom and Michael Langhorn thanked the council for collaborating with the RREDC, and they thanked Councilors Leland and Stuckey for their efforts as well. Ms. Bjurstrom said that they would be conducting a survey of the businesses in town, and hoped to receive feedback indicating needs and resources required to help the business community grow. They would be using the Town of New Castle survey results to expand the programs and services of the RREDC, which would then be offered across western Garfield County. Ms. Bjurstrom said that they had recently completed their 2012 strategic plan, and they were careful to align their plan with the Colorado Blueprint while maintaining their focus on western Garfield County.

Mr. Langhorn gave the council a copy of the request for funding they would submit to the County. Mr. Langhorn told the council that the RREDC worked with the City of Rifle to obtain a transportation grant, and were working with the county on an incentive package for business recruitment. He felt they had a good working relationship with the county staff.

Mayor Breslin stated that he hoped RREDC included a people perspective in their strategic plan because potential businesses will look at demographics and living conditions, and the Town of New Castle has a robust volunteer community. He felt this should be an important part of the narrative of the RREDC, that they value people. Ms. Bjurstrom felt that they had broadened their view on what makes a community attractive, and when working with the state, they knew the RREDC needed to have their voice heard and make suggestions and recommendations on what would work for the local communities. Councilor Leland said that the RREDC was working towards developing a regional attitude amongst the municipalities, but thought it would be something of a challenge because there was a prevailing competitive attitude between the towns.

Councilor Metzger asked if their new website was up and running and Ms. Bjurstrom said

it should be within a week.

Councilor Metzger mentioned that during the council's meeting with the BOCC, they asked New Castle to assist in recruiting the Town of Silt into the RREDC, and wondered if Ms. Bjurstrom or Mr. Langhorn had any suggestions. Mr. Langhorn said they had been to the Silt Board meetings on three separate occasions and Silt could not see a benefit in joining. Ms. Bjurstrom said they were trying to show Silt the benefits, thought that Silt was receiving encouragement from other towns, and their Chamber was a member, yet the town board was not convinced.

Mayor Breslin asked if the New Castle Chamber had been helpful to the RREDC at all. Ms. Bjurstrom said they had helped through the town's Economic Development Committee. Mayor Breslin thanked them for their immediate assistance in strategizing with the town and Commissioner Jankowsky regarding the marble mill that had considered a location in New Castle.

Councilor Leland said the town was preparing to put the sale of town property on the ballot so the town was ready should someone be interested in purchasing it, and Mr. Langhorn emphasized that readiness was important. Mayor Breslin called being ready "Setting the Table," and it created an enticement for business.

The council thanked Mr. Langhorn and Ms. Bjurstrom for their presentation.

Consider including the River Center as a Line Item in the Town Budget

Mayor Breslin felt that creating a budget line item for contributions to the River Center was the similar to how the town handled the ambulance service: contributions to the ambulance were in lieu of the town having to provide the service themselves. Mayor Breslin felt the River Center provided services to the community the town would otherwise need to provide, and this justified creating a line item in the town budget for them. Councilor Russi agreed, and said that the line item would assist the River Center in their budget as well, knowing what funding they could rely on from the town.

Lee Price of the River Center provided a report to the council that included their financials as well as their programs and accomplishments. He described the various outreaches the center had done within the community and how neighboring communities were coming to the River Center for guidance on how do their own outreaches. In reviewing the Center's needs and wishes, Mr. Price told the council he hoped the council would consider providing a sign on Main Street so people could find them, a handicap parking space in front of their building and a \$6,500.00 contribution to help the Center hire part-time office help.

Councilor Bunn suggested that Mr. Price also go to the Board of County Commissioners for assistance, because his center serviced people from the county as well as the town, and the county had funding available.

Administrator Barton asked the council if staff could move forward with the sign and the council agreed. He also said that he thought there were sufficient funds in the budget to accommodate Mr. Price's monetary request.

Mayor Breslin said he would forward Mr. Price's report to the county if he had it in electronic format. He suggested Mr. Price have his Center placed on the BOCC agenda soon.

The council and staff discussed the handicap-parking request, and decided on one space in front of the River Center building on 4th Street.

Creekside Preservation Discussion

Town Planner Tim Cain said he had spoken to a number of planners regarding creekside preservation. Garfield County had an ordinance on the books in the 1970s, but many

other communities did not have one at all. After a brief discussion, the council and Planner Cain decided the ordinance needed to be carefully studied, and should go to the Planning & Zoning Commission for recommendation first because it was a zoning issue.

Garfield County Natural Hazard Mitigation Plan

Planner Cain told the council that New Castle was ahead in developing the hazard mitigation plan. He said that the county mitigation plan would go to the BOCC in January for approval. After that, the plan would be submitted to the Federal Emergency Management Agency (FEMA) for approval. Included with Garfield County's plan will be New Castle's addendum. It was likely that FEMA would make changes to the plan, so Planner Cain suggested that council adoption of the plan be delayed until FEMA approved it. The council agreed this was appropriate and the item was tabled.

Consider Authorizing the Mayor to sign an Agreement to Modify the Alpine Bank North Park Loan

Councilor Russi thought the refinance was an excellent transaction. Administrator Barton stated that Finance Director Lyle Layton liked the refinance proposal and said it would save the town approximately \$18,000.00 over a five year period.

MOTION: Councilor Russi made a motion to authorize the mayor to sign an agreement to modify the Alpine Bank North Park Loan as stated in the November 11, 2011 memo from Lyle Layton to Andy Barton. Councilor Bunn seconded the motion and it passed unanimously.

Administrator Barton told the council that Don Diones was working a possible refinance of the water and power loan, and he should have more information soon.

Consider adopting Resolution TC-2011-20, a resolution authorizing the opening of an account at the Colorado State Employees Credit Union

Administrator Barton told the council this resolution was the same as the previous year.

MOTION: Councilor Russi made a motion to approve Resolution TC-2011-20, a resolution authorizing the opening of an account at the Colorado State Employees Credit Union. Councilor Leland seconded the motion and it passed unanimously.

Consent Agenda

Garfield Clean Energy IGA

Pending Business List

Resolution TC-2011-19

Minutes of the 10-25-2011 BOCC/Council Meeting

MOTION: Councilor Leland made a motion to approve the Garfield Clean Energy IGA, the Pending Business List and Resolution TC-2011-19, removing the minutes for correction. Councilor Stuckey seconded the motion and it passed unanimously.

The council offered corrections to the minutes.

MOTION: Councilor Stuckey made a motion to approve the minutes of October 25 as corrected. Councilor Russi seconded the motion and it passed unanimously.

Council Comments

Mayor Breslin said he had been to an event at Fairmount Hall in Grand Junction. The hall

had a marketing brochure that included a map of the hall and suggestions on layouts for various sizes and types of events. The brochure also included the dinnerware/tableware available. He asked council if they would like Recreation Director Larry McDonald to consider a similar brochure for the New Castle Community Center. Councilor Stuckey thought it would be a good idea, particularly if the town planned to put a commercial kitchen in. Director Wenzel said he had met with the State Health Inspector and learned that the existing kitchen was already in compliance with many of the requirements, so upgrading would be relatively inexpensive. Councilor Bunn said the dishes and tableware that used to be there were all gone and would need to be repurchased. She also felt the fees were too expensive. The council briefly discussed creating a strategic plan for upgrading the community center.

Councilor Leland asked for clarification on what mineral funds the state was holding. Councilor Russi said he had spoken with Finance Director Layton and said the municipalities were not losing the funds the town relied on.

Councilor Metzger asked about the trees in VIX park and why the town was not protecting them from wildlife. Director Wenzel said they were fenced for three years and that theoretically the evergreens are not desirable to deer and elk. He said the damage was done to the trees before the cages were removed as the animals were reaching over the cages. He thought the trees would recover. Councilor Russi said those trees had been donated.

Councilor Metzger asked if the application process for the chamber chili cook-off had been resolved and stated that she felt the applications were confusing. Clerk Harrison explained that the state special events liquor license application was not a form that could be altered and would have to remain as is. She also said that the Chamber had hired an office assistant who was in regular communication with the clerk's office. Clerk Harrison felt confident that they would work well together on future events.

Councilor Metzger asked how Mr. Jerkunica reacted to the default and Administrator Barton said he had not responded at all.

Councilor Russi updated the council on the Parks, Open Space, Trails and Recreation Committee (POSTR) projects, stating they were looking at a new mower and that Director McDonald was working on developing the Frisbee golf course, and possibly an adult volley ball league. They are looking at intramural sports for adults and developing a relationship between the recreation department and downtown businesses. The council wanted to involve the chamber and the EAC. Director Wenzel said that Director McDonald was already contacting the town businesses.

MOTION: Councilor Stuckey made a motion to allow the meeting to go past 10:00 p.m. Councilor Metzger seconded the motion and it passed unanimously.

Staff Reports

Public Works Director – Director Wenzel said he had been to the Grand Avenue Bridge Planning meeting in Glenwood Springs. He said it was a public open house and they presented information on the impact of the bridge and asked for public comment. He also said that Councilor Riddile had asked at a prior meeting why public works spent time removing leaves and part of the reason was because the leaves clog the town drainage system.

Town Clerk – Clerk Harrison asked the council how they felt about having their personal contact information on the website. Mayor Breslin said he did not mind. The councilors said they all had trouble with their town e-mail. Administrator Barton said the staff was somewhat uncomfortable with the council using personal e-mails for town business

because state statutes would allow their personal e-mail to be discovered. Clerk Harrison and Administrator Barton said they would have the IT person look into the remote access problems.

Clerk Harrison reported that CML would be hosting a webinar on electronic council packet that she and Administrator Barton would be taking, and the City of Rifle would be hosting a clerks luncheon to discuss electronic packet on December 2.

Town Administrator - Administrator Barton asked the council if they would like to reschedule the tour of VIX Park scheduled for Saturday, November 19. The council agreed to reschedule. He told council that the first "Ask Andy" coffee would be Thursday at 8:00 a.m. at Patti's. In speaking with business owners around town, the main suggestion was to find something unique to New Castle and promote it. No one had a suggestion on what that would be. Councilor Leland said he had heard the same suggestion regarding the 'elevator pitch' for economic development. He thought that perhaps the council should create a unique feature.

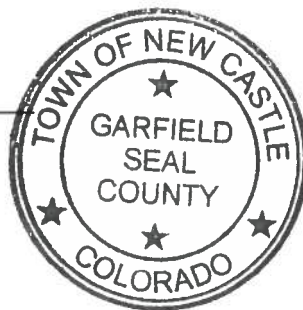
Town Planner - Town Planner Tim Cain said he met with Town Engineer Jeff Simonson and Administrator Barton regarding FEMA Flood Zone Updates and they are doing some non-technical changes to those. Consultant Planner Davis Farrar asked the Planning & Zoning Commission to submit comments on the town comprehensive plan as part of the annual comp plan review. No comments were received. He told council that Contract Inspector Bruce Stolbach was working on an ordinance to adopt the 2009 International Building Codes. Last, he said Schmueser Gordon Meyer was updating the town map, and would produce park maps as well.

MOTION: Councilor Russi made a motion to adjourn. Councilor Metzger seconded the motion and it passed unanimously.

Adjourn, 10:25 p.m.

Respectfully Submitted,


Town Clerk Melody Harrison




Mayor Frank Breslin