



## **Minutes of the Meeting of the Board of County Commissioners, Gilpin County, Colorado, Tuesday, June 25, 2024**

A regular meeting was held on Tuesday, June 25, 2024, at the Gilpin County Community Center, 250 Norton Drive, and online via Zoom. Chair Berumen called the meeting to order at 9:01 a.m. In attendance were Commissioner Susan Berumen, Chair, Commissioner Sandy Hollingsworth, Commissioner Marie A. Mornis, County Manager Ray Rears, County Attorney Brad Benning, and Deputy Clerk to the Board Melanie Bleyler.

### **Agenda Review.**

Commissioner Hollingsworth moved to remove item 3b, 2024 National Forest Service Money Apportionment and postpone to July 9 Board of County Commissioner meeting. Commissioner Mornis seconded. All were in favor, 3 to 0. There were no other changes to the agenda.

### **Conflicts of Interest.**

County Attorney Benning asked the Board of County Commissioners (BoCC) if they had any personal or financial interest with the business on the agenda. All commissioners responded that they had no conflicts.

### **Public Comment.**

There were no public comments.

### **Consent Agenda.**

Commissioner Mornis moved to, "Adopt the Consent Agenda as amended, which includes the approval of item 3a, Treasurer's May 2024 Report, item 3c, Ratification of Grant Acceptance – Public Health Emergency Preparedness – Cities Readiness Initiative - Extension of Existing Through State Fiscal Year 2025, Task Order 2025\*0081 OC, item 3d, Ratification of Grant Acceptance – Public Health Emergency Preparedness (PHEP) Extension of Existing Through State Fiscal Year 2025, Task Order 2025\*0118, item 3e, Ratification of Grant Acceptance – State Tobacco Education and Prevention Partnership (STEPP) Grant Program, Task Order 2024\*3830, item 3f, Ratification of Grant Application – Court Security Grant for State Fiscal Year 2025, and item 3g, approval of Minutes for the June 11, 2024 meeting." Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

### **Colorado Department of Transportation (CDOT).**

The Colorado Department of Transportation Region 1 Transportation Director, Jessica Mykelbust, and Region 1 Deputy Director of Maintenance and Operations, Shawn Smith, shared



a presentation providing an overview of the Region 1 team, its responsibilities and resources. They also went into detail about Patrol 1937 who serves Gilpin County on 119 and 46 and a timeline with accomplishments during the March snow event. After the presentation, Commissioner Ritter introduced himself and answered questions. Commissioners asked about added speed limit and wildlife crossing signs mid-county, the possibility of a traffic control sign or gate on the lower stretch of Golden Gate/Highway 46 for emergencies, and changing mobile app traffic re-directions during emergencies. All expressed appreciation for the discussion. Crystal Armendariz also introduced herself as the Local Government Liaison for Region 1.

### **Board of Adjustment.**

Chair Berumen asked for a motion to, “Recess as the Board of County Commissioners and convene as the Board of Adjustment.” Commissioner Mornis made the motion. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

### **Public Hearing. Board of Adjustment. Resolution BOA-24-3, Approving a Variance for 753 N. Dory Lakes Drive from Section 2.3 of the Gilpin County Zoning Regulations.**

Chair Berumen opened the public hearing Tuesday, June 25 at 9:59 a.m. Rob Gutierrez, Community Development Director, and Clifford Cutter, 753 N. Dory Lakes Drive, presented the variance request. The petitioner is seeking to construct a detached garage on a pre-existing foundation. The preexisting foundation was thought to meet the setback of thirty (30) feet from the property line when it was originally placed. When the petitioner submitted to Community Development an application for a building permit, staff required the submission of a setback verification form to be completed by a surveyor. When the setback verification came back on the pre-existing foundation, it was approximately 20’ feet from the property line. The surveyor stated that the original surveyed and staked east property line was not in the correct position which resulted in a ten-foot shift of the apparent property line to the west.

Chair Berumen opened the public hearing to public comment. There was no public comment. Chair Berumen closed the hearing to public comment.

After discussion, Commissioner Hollingsworth moved to adopt Resolution BOA-24-3, Approving a Variance for 753 N. Dory Lakes Drive. Commissioner Mornis seconded the motion, which passed by a vote of 3 to 0.

Chair Berumen closed the public hearing at 10:09 a.m.

Chair Berumen asked for a motion to, “Adjourn as the Board of Adjustment and reconvene as the Board of County Commissioners.” Commissioner Mornis so moved. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.



### **Resolution 24-99, Awarding a Contract to Paradigm Public Affairs for the Commission of a Sexually Oriented Business (SOB) Impact Study**

Ray Rears, County Manager, introduced the background to this resolution. A Request for Proposals (RFP) was shared in mid-May in response to the Central City Council discussions on relaxing SOB distance buffers.

Four proposals were received and staff recommended entering into contract with Paradigm Public Affairs, LLC. Dr. Tanya Settles from Paradigm Public Affairs presented background on her firm, the Gilpin County project team, and the proposed process and timeline for conducting the study. She emphasized that her firm will be approaching this subject from a neutral, objective perspective stating that they could find there will be no fiscal impacts to the county, large impacts, or moderate impacts. The focus of the study is on fiscal impacts to county government since it's not the county's decision whether to relax SOB restrictions. The study will be completed no later than November 1 but they are able to create interim reports as needed.

After discussion, Commissioner Mornis moved to adopt Resolution 24-99, Awarding a Contract to Paradigm Public Affairs for the Commission of a Sexually Oriented Business (SOB) Impact Study. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

### **Resolution 24-95, Amending the List of Official Appointments to include Appointing Veteran Services Officer**

Janey Barker, Human Services Director presented the resolution to appoint Leon Pohl as Veteran Services Officer. Mr. Pohl shared some of the changes to the role. After discussion, all thanked Mr. Pohl for his work then Commissioner Hollingsworth moved to adopt Resolution 24-95, Amending the List of Official Appointments to include Appointing Veteran Services Officer. Commissioner Mornis seconded the motion, which passed by a vote of 3 to 0.

### **Resolution 24-96, Extending the Temporary Stay on the Processing of 1041 Permit Applications**

Brad Benning, County Attorney presented the resolution. Work is going well on 1041 permit applications but it's still in process. This was previously discussed in Executive Session. After further discussion, Commissioner Mornis moved to adopt Resolution 24-96, Extending the Temporary Stay on the Processing of 1041 Permit Applications. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.



### **Local Liquor License Authority.**

Chair Berumen asked for a motion. Commissioner Hollingsworth moved to, “Recess as the Board of County Commissioners and convene as the Local Liquor License Authority.” Commissioner Mornis seconded the motion, which passed by a vote of 3 to 0.

### **Local Liquor License Authority. Retail Liquor License Renewals for Underground Liquor and Pickle Liquors**

Sharon Cate, Deputy Clerk, presented in place of Sahari McCormick, Clerk & Recorder. Two liquor stores, Underground Liquor and Pickle Liquors, have submitted applications for the renewal of their retail licenses. The applications are complete, both businesses are in compliance with local zoning regulations, and the Sheriff's Office has performed the required background checks and found no problems with any owners and/or operators.

After discussion, Commissioner Hollingsworth moved to approve the renewal application for Underground Liquor at 15107 Highway 119. Commissioner Mornis seconded the motion, which passed by a vote of 3 to 0.

After discussion, Commissioner Mornis moved to approve the renewal application for Pickle Liquors at 661 Highway 46. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

### **Board of County Commissioners.**

Commissioner Hollingsworth moved to, “Adjourn as the Local Liquor Licensing Authority and reconvene as the Board of County Commissioners.” Commissioner Mornis seconded the motion, which passed by a vote of 3 to 0.

### **Resolution 24-97, Approving the Gilpin County Digital Accessibility Transition Plan**

Sam Bower, Administrative Analyst, introduced the Digital Accessibility Transition Plan. There were only minor edits since the work session with the Board, particularly in the financial priority section on page 8. These are estimates; he will work with finance to create a formal budget request at which time those numbers would be updated. The county is required by legislation to approve a transition plan prior to July 1, 2024.

After discussion, Commissioner Hollingsworth moved to adopt Resolution 24-97, Approving the Gilpin County Digital Accessibility Transition Plan. Commissioner Mornis seconded the motion, which passed by a vote of 3 to 0.



## **Resolution 24-89, Amending the Master Policy & Procedure Manual; P-19, Hiring & Retention Incentive Policy**

Chanda Johnson, Human Resources Director introduced the revised Hiring & Retention Incentive Policy after edits were requested at the June 11, 2024 Board of County Commissioners meeting. Gilpin County is committed to achieving workforce optimization and reaching ideal staffing numbers to efficiently serve its residents. The establishment of a Hiring & Retention Incentive Policy is a critical step towards reinforcing these efforts. Currently, numerous vital yet hard-to-fill positions remain vacant, which also hold significance for community safety. The implementation of this policy aims to attract new team members and offer rewards to existing employees who are shouldering additional responsibilities due to the staffing shortfall. The revision since the last meeting included a new definition of safety-sensitive which includes staff positions that are required to work in the event of an emergency.

Resolution included in the packet used the word “bonus.” This will be changed to “incentive” for the final signed version.

After discussion, Commissioner Mornis moved to adopt Resolution 24-89, Amending the Master Policy & Procedure Manual; P-19, Hiring & Retention Incentive Policy. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

### **County Attorney’s Report.**

County Attorney Benning gave his report, sharing his current projects. Highlights include work on USFS permitting requirements for getting the permit for the Gilpin County Dakota Hill site and improvements. Another priority is working on the Gilpin Mountain Kids Lease. He’s also working on a new Loitering Ordinance. He replied to a question on its delay that the roads memo he is working on is from a legal perspective.

### **County Manager’s Report.**

County Manager Rears gave his report, sharing recent focus areas and upcoming meetings. He highlighted the items slated for the next county work session on July 30 (there is a joint county-cities work session on July 16). He noted the DRCOG Recognition event for the Peak to Peak Broadband Planning Group on which Gilpin and Clear Creek staff serve. The three Commissioners, County Manager, and other staff will be attending. The Gilpin School – Sewer Project is pushed back to mid-July at the earliest. Meetings have been held to discuss traffic and responders’ concerns. The project manager will be sharing plans with the county for feedback.

### **Public Comment.**

- There was no public comment.



## **Board of County Commissioners Report and Notice of Public Meetings.**

Commissioners reported on meetings and events they attended since the last Board of County Commissioners meeting.

### **Public notice of Meetings**

- June 26, Mountain Rail Line Meeting with State Senator Dylan Roberts and State staff, 5:30 p.m., hybrid
- July 9, BoCC regular meeting, 9:00 a.m., 203 Eureka St., Central City, BoCC Room
- July 16, BoCC work session and housing tour with Central City – tour of Roworth Heights at 2:00 p.m., work session at 3:00 p.m. at 203 Eureka St., Central City, BoCC Room

### **Adjourn**

There being no further public business to come before the Board, Chair Berumen adjourned the meeting at 12:02 p.m.

Approved this 9th day of July, 2024.

*A signed and recorded copy of these minutes are available through the Clerk & Recorder's Office via Reception Number 176713.*