

MINUTES OF THE MEETING OF THE  
BOARD OF COUNTY COMMISSIONERS  
GILPIN COUNTY, COLORADO

September 3, 2019

A regular meeting of the Board of County Commissioners of Gilpin County was held on September 3, 2019, at the Gilpin County Courthouse. Chair Linda Isenhart called the meeting to order at 9:07 a.m. In attendance were Chair Isenhart, Commissioner Gail Watson, Commissioner Ron Engels, County Attorney Bradford Benning, and Deputy Clerk to the Board Sharon Cate. County Manager Abel Montoya was absent.

**Public/Press Comment.** Jason Williams, 301 Geneva's Way, said he wanted to voice his views on an upcoming topic, BOA #19-03; Chair Isenhart directed him to wait until the public hearing scheduled for 9:35 a.m.

**The Board of County Commissioners recessed and convened as the Board of Adjustment.**

**Public Hearing—Subdivision Variance Request, BOA #19-02.** Chair Isenhart opened the public hearing for a variance request that would permit a subdivision exemption for Florian Freymuth, 432 North County Road. Community Development Director Stephen Strohminger presented the application saying that if the subdivision exemption was approved, that exemption would be offset by Mr. Freymuth's additional proposals:

- reconfigure three other lots he owns on State Highway 72 into two lots, then transfer the development rights to the property at 432 N. County Road
- consolidate four other lots he owns on SH 72 into one lot

Director Strohminger recommended approval of the application for subdivision exemption and the two proposals, as one developable lot would be eliminated, and it would decrease the number of potential building sites on SH 72. Applicant Florian Freymuth was present.

Chair Isenhart opened the hearing to public comment. Those who gave public comment were:

Rick Waddell, 438 N. County Road, read his prepared statement, plus prepared statements from Jennifer Poitras, 428 N. County Road, and Irene Shonle and Tom Lambrecht, 425 N. County Road.  
Sandy Hollingsworth, 224 N. County Road

Following public comment, Chair Isenhart closed that portion of the hearing. Commissioner Engels moved to deny BOA #19-02, a subdivision exemption application for Florian Freymuth, 432 North County Road. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0. Chair Isenhart closed the public hearing at 9:53 a.m. (The legal recording of the public hearing, including any public comment, is an audio file available through the Clerk and Recorder's Office. In this case, written public comment was also submitted and will be attached to the approved meeting minutes.)

**Public Hearing—Subdivision Variance Request, BOA #19-03.** Commissioner Gail Watson recused herself from this action, as she is the property owner and applicant. Chair Isenhart opened the public hearing for a variance request from subdivision requirements for minimum lot size for Gail Watson for a 7.31-acre parcel at 19411 State Highway 119. Community Development Director Stephen Strohminger presented the applicant's request saying the subdivision was approved in 2017 and that this variance request would result in a vacant lot smaller than 5 acres, but would keep the septic system on the same lot as the dwelling.

Chair Isenhart opened the hearing to public comment. Those who gave public comment were:

Jason Williams, 301 Geneva's Way  
James Bynum 305 Geneva's Way

Following public comment, Chair Isenhart closed that portion of the hearing. Commissioner Engels moved to approve, BOA #19-03, for Gail Watson at 19411 SH 119. Commissioner Isenhart seconded the motion, which passed by a vote of 2 to 0, as Commissioner Watson abstained. Chair Isenhart closed the public hearing 10:19 a.m. (The legal recording of the public hearing, including any public comment, is an audio file available through the Clerk and Recorder's Office.)

The Board of Adjustment adjourned and reconvened as the Board of County Commissioners.

**Human Services Items.** Human Services Director Sherrin Ashcraft presented the following three items with Case Worker Supervisor Taletha Pettis:

1. Child Welfare Core Services Plan. The Board discussed several aspects of Gilpin County's Plan, with Director Ashcraft noting that the three-year Plan has received initial approval from the Colorado Department of Human Services (CDHS), and can be modified by addendums as needed. Commissioner Engels moved to approve the Core Services Plan. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

2. Human Services Public Grievance Policy. Per CDHS requirements, Director Ashcraft and staff have written a Public Grievances Policy and have organized a Citizen Review Panel to address any grievances lodged against the Human Services employees; members of the panel must have some knowledge of Child Welfare issues. Commissioner Watson moved to approve the membership roster for the Gilpin County Citizen Review Panel. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.
3. Department Monthly Report. Director Ashcraft touched on her department's monthly report for May 2019, touching on highlights of staffing levels, State programs, County programs and the food bank. She explained that some monthly data totals are not available for one or two months, making it difficult to present a report right away.

**Resolution #19-08—Fire Ban.** Sheriff Keven Armstrong presented Resolution #19-08, Imposing Temporary Stage 1 Fire Restrictions in Gilpin County, which became effective August 28, 2019, at 5:00 p.m. He noted some changes had been made to Exhibit A to match Stage 1 restrictions, as the restrictions for Stage 1 and Stage 2 are different; the restrictions have also been standardized among nearby jurisdictions. Commissioner Engels moved to approve Resolution #19-08, "Imposing Temporary Stage 1 Fire Restrictions in Gilpin County." Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Recess.** The Board of County Commissioners recessed from 10:56 a.m. to 11:04 a.m.

**Election Equipment Funding Request.** Clerk and Recorder Sahari McCormick requested \$13,000 for some onsite training and election process assistance by Dominion, the County's election equipment vendor. In 2018, budget planning for 2019 had been reduced to a placeholder amount of \$10,000 to allow the newly elected clerk and recorder to determine what would actually be needed. Commissioner Watson moved to approve the request for \$13,000 for election equipment training and onsite election process assistance by Dominion. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

**Fee Reduction Request.** Craig Pleva, General Manager at the Monarch Casino, requested a reduction of the fee to reserve the Gilpin County Community Center multi-purpose room for nine dates in September, to train incoming staff for the Monarch Casino. Discussion followed regarding a value-in-kind donation of some chairs for the multi-purpose room and other furniture that might be suitable in other County facilities. The Board agreed to postpone the decision on the fee reduction request until all of the available furniture had been examined.

**Timekeeping Software Contract.** Business Analyst Cindy Carter was joined by Finance Director Clorinda Smith and Human Resources Director Susie Allen in requesting approval of new software by NOVAtime for work hours timekeeping and attendance records to replace the current paper timecards. The new software could integrate with other systems already in place, and a payroll component can be added. Discussion followed regarding implementation in smaller departments, moving to more complex departments such as Public Works and the Sheriff's Office. Commissioner Engels moved to approve the NOVAtime Time and Attendance Software Accounting Services Agreement. Commissioner Watson seconded the motion, which passed by a vote of, 3 to 0.

**Legal Status Report.** County Attorney Bradford Benning advised the Commissioners of a pending zoning violation that he and Community Development Director Stephen Strohminger are working on with a property owner.

Monthly Leadership Team Reports. The monthly departmental reports that had been submitted were discussed.

#### **Board of County Commissioners Status Reports.**

Notice of Public Meetings. The public meetings in the upcoming two weeks that could be attended by more than one Commissioner and at which public business may be discussed will include:

- Rollins Pass trip to meet Grand County Commissioners at the top, September 11
- Commissioners' Road Trip (informal discussion forum), September 17, Courthouse

**Planning Commission Appointment.** The Board requested a résumé from a recent applicant for a vacant seat on the Gilpin County Planning Commission before they make a decision on an appointment.

**Minutes.** The Board discussed shifting to a shorter version of meeting minutes, and adding a separate list of actions items for staff. They instructed Deputy Clerk Cate to summarize the August 20, 2019, meeting minutes and present them at a future meeting.

**Adjournment to Executive Session.** Commissioner Engels moved to adjourn into Executive Session in accordance with C.R.S. 24-6-402(4)(a) to discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0. There being no further business to come before the Board, they adjourned at 11:56 a.m.

Signed this 08<sup>th</sup> day of October 2019.