

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

September 24, 2019

A regular meeting of the Board of County Commissioners of Gilpin County was held on September 24, 2019, at the Gilpin County Courthouse. Chair Linda Isenhardt called the meeting to order at 9:04 a.m. In attendance were Chair Isenhardt, Commissioner Gail Watson, Commissioner Ron Engels, County Manager Abel Montoya, County Attorney Jim Petrock, and Deputy Clerk to the Board Sharon Cate.

Commissioners' Recognition of Dr. Irene Shonle's Service to Gilpin County as CSU Extension Agent. Following this morning's reception from 8:00 a.m. to 9:00 a.m., the Board of County Commissioners presented Dr. Irene Shonle with a glass award for her 17 years of service as the CSU Extension Agent. Dr. Shonle was Gilpin County's first and only Extension Agent. Commissioner Watson spoke about some of the programs established by Dr. Shonle and the many classes she had taught to help residents live safely and be more cognizant of wildfire mitigation techniques. Dr. Shonle thanked the Board and said she had thoroughly enjoyed her work over the years.

Public/Press Comment. Public comment was given by Dan Adler, 400 Owl Drive, Rollinsville.

Commissioner Engels moved to recess as the Board of County Commissioners and convene as the Board of Health. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Public Hearing—Onsite Wastewater Treatment System Variance Application, BOH #19-04. Chair Isenhardt opened the public hearing for an onsite wastewater treatment system (OWTS) variance application for Ginger DeRay, 306 Harris Detour, Russell Gulch. Community Development Office Manager/Code Enforcement Officer Tami Archer presented the application; applicant Ginger DeRay was present. Code Enforcement Officer Archer referred to Engineer Mike Ikler's report and said staff recommended approval of the application, with conditions. Chair Isenhardt opened the hearing to public comment. There being none, Chair Isenhardt closed that portion of the hearing.

Commissioner Engels moved to approve, BOH #19-04, for Ginger DeRay, 306 Harris Detour, Russell Gulch. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0. Chair Isenhardt closed the public hearing. (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 Health adjourned and reconvened as the Board of County Commissioners.

Boundary Line Elimination Application—BLE #18-02. Community Development Director Stephen Strohming presented a Boundary Line Elimination (BLE) application for Morgan Wells and Amy Wells, combining Lots 117A and 118, Gilpin Estates, Unit #5, at 1248 Apex Valley Road, to create a new 2.00-acre parcel, Lot 117B. After brief discussion, Commissioner Engels moved to approve BLE #18-02 for Morgan Wells and Amy Wells, combining Lots 117A and 118, Gilpin Estates, Unit #5, at 1248 Apex Valley Road. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

NoCo PLACES 2050 Memorandum of Understanding. Community Development Director Stephen Strohming presented the final draft of the NoCo PLACES 2050 Memorandum of Understanding (MOU) for the purpose of providing a framework for collaborating on the implementation of a long-term recreation management strategy for north central Colorado. Director Strohming said few changes had been made to the MOU the Board had reviewed several months ago with the US Forest Service. Commissioner Watson moved to approve the NoCo PLACES 2050 Memorandum of Understanding as submitted. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

Request to Modify a Position in the Assessor's Office. Assessor Anne Schafer requested the Board's approval to modify a part-time office assistant position to full time, citing additional tax notices to be processed. The Board asked about meeting that need with temporary workers; County Manager Montoya suggested having current employees utilize their skill set in more than one office. Commissioner Watson moved to deny the request to modify a part-time position in the Assessor's Office. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

Resolution #19-09, Rescinding Temporary Fire Restrictions Imposed by Resolution #19-08. Sheriff Armstrong informed the Board that although area agencies have moved to rescind recent fire restrictions, some conditions have continued to worsen in the past few days and will require reevaluation. Commissioner Engels moved to adopt 19-09, "Rescinding Temporary Fire Restrictions Imposed by Resolution #19-08." Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Treasurer / Public Trustee's Reports. Treasurer and Public Trustee Mary Lorenz gave the following reports:

Treasurer's Monthlies, July and August 2019. Treasurer Lorenz informed the Board that the July report had a typographical error which has been corrected; the August report is accurate.

Public Trustee's Second Quarter 2019. Public Trustee Lorenz stated she had collected no salary for this period. Commissioner Engels moved to accept the Public Trustee's Second Quarter 2019 report. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Recess to Executive Session. At 10:00 a.m. Commissioner Engels moved to recess the Board of County Commissioners regular meeting and convene an Executive Session for a personnel matter per C.R.S. 24-6-402(4)(f)(I). Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Reconvene Regular Meeting. At 10:31 a.m. the Board reconvened their regular meeting.

Sheriff's Office Staffing Shortage. Sheriff Kevin Armstrong, Undersheriff Tonia Kapke, and Human Resources Director Susie Allen presented an updated proposal for a market adjustment to salaries in the Sheriff's Office. Sheriff Armstrong stated that Gilpin County continues to lose deputies to other jurisdictions due to low pay and other circumstances, and cited the costs for hiring and training new deputies. Human Resources Director Allen proposed a detailed step program for attracting and retaining employees. Commissioner Watson moved to accept the proposed pay with \$5,000 per year annual increase and adjustment to the lateral starting pay, effective October 19, 2019. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

Compensation Plan Guidelines. To coordinate with the above approved market adjustment and step plan, Commissioner Engels moved to update the Compensation Plan Guidelines. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Space Lease Proposal from Colorado Division of Fire Protection and Control. Gilpin County Emergency Manager Nate Whittington, Tony Simons, Division of Fire Prevention and Control (DFPC), and Public Works Director Gordon Thompson proposed leasing space in the Apex Facility to the DFPC. Sheriff Armstrong said it would be very beneficial to have the DFPC in the County, as an additional part of the overall emergency preparedness plan. Manager Whittington named numerous ways the DFPC could assist with fire prevention training, community engagement and entering into an auto-aid agreement with the Sheriff's Office and other area agencies. The DFPC would need to house fire fighting equipment, trucks and personnel. Manager Whittington also spoke about the possibility of the DFPC's in-kind work being accepted as Gilpin County's match in a large emergency preparedness grant application. Director Thompson said he was not in favor of housing personnel and equipment at Apex, as his department is already using that space.

Commissioner Engels said he would like to see a specific plan on proposed changes at the Apex Facility, estimated costs, who would pay those costs, where equipment would be housed, and a lease agreement that lists all of these conditions at an amount of \$1 per year. All agreed to discuss the proposal in greater detail at the Board's informal work session on October 17.

2019 Emergency Management Performance Grant. Emergency Manager Nate Whittington said the City of Black Hawk had declined funds from the State's Emergency Management Performance Grant (EMPG) program, so he asked the State if those funds could be merged into Gilpin County's grant. They verbally agreed and the grant amount will likely be doubled, with a plan for and in-kind match that would require no additional funds from Gilpin County. Manager Whittington will know their final answer soon. Commissioner Watson moved to gladly accept the Emergency Management Performance Grant award letter and the increase to \$60,000.00. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

Clerk and Recorder's Monthly Report. Clerk and Recorder Sahari McCormick and Chief Deputy Clerk Elaine Lewers reported on operations in that office for the month of August 2019, noting the trend of motor vehicle revenues to the State continues. Chief Deputy Clerk Lewers distributed a draft of her letter to the Colorado Department of Revenue; the Board instructed staff to prepare the letter for mailing.

Amendment #3 to Contract with Colorado Department of Public Health and Environment. Gilpin County Public Health Coordinator Bonnie Albrecht said the proposed Amendment #3 to the Public Health Services contract would add \$1,673.05 to address opioid and substance abuse concerns through public health. Commissioner Engels moved to approve Amendment #3 to the public health services contract between Gilpin County and the Colorado Department of Public Health and Environment. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Legal Status Report. County Attorney Jim Petrock advised the Commissioners that some pending legal issues would be addressed in and executive session following today's regular meeting.

County Manager Status Report. County Manager Abel Montoya updated the Board of County Commissioners on the following items:

Monthly Leadership Team Reports. The three monthly departmental reports that had been submitted were discussed, with County Manager Montoya pointing out the Human Resources report that shows Gilpin County currently has 193 total positions in various divisions. He will research the issue of 200 positions triggering a reporting change with the IRS. County Manager Montoya will also ask Human Services Director Sherrin Ashcraft to give a report on Veterans programs and other services.

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:

- Five-County Commissioners monthly breakfast meeting, September 25, 8:00 a.m. to 10:00 a.m., Ameristar Casino Restaurant
- Budget hearings, September 25, 10:00 a.m. to 4:00 p.m., Apex Facility
- Commissioners informal Work Session, September 26, Courthouse
- Colorado Counties, Inc., steering committee meeting, September 27, Denver
- Budget hearings, October 1 and 2, beginning at 8:00 a.m., Apex Facility
- Russell Gulch tour of historic structures, October 5, 12:30 p.m., starting at the Courthouse
- Roundtable with Clear Creek County and State Representative KC Becker, October 7, in Georgetown

Planning Commission Appointment. Gilpin County Planning Commission Chair Laura Jenéy discussed the vacant seat on the Commission and said they haven't required résumés in the past, only a letter of interest. Discussion followed concerning the importance of the Commission and their advisory capacity to the Board. Commissioner Engels moved to deny the appointment of Tom Feeney to the Planning Commission. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Minutes. Commissioner Engels moved to approve the Board of County Commissioners Meeting Minutes for August 20, 2019. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

Adjourn to Executive Session. AT 11:55 a.m., Commissioner Engels moved to adjourn into Executive Session in accordance with:

- To discuss the purchase, acquisition, lease, transfer, or sale of real, personal, or other property interest under C.R.S. 24-6-402(4)(a)
- For a conference with the County Attorney for the purpose of receiving legal advice on specific legal questions under C.R.S. 24-6-402(4)(b)
- For the 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. 24-6-402 (4)(e)
- Personnel 4 f 1

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 08th day of October 2019.