

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

October 8, 2019

A regular meeting of the Board of County Commissioners of Gilpin County was held on October 8, 2019, at the Gilpin County Courthouse. Chair Linda Isenhart called the meeting to order at 9:01 a.m. In attendance were Chair Isenhart, Commissioner Gail Watson, Commissioner Ron Engels, County Manager Abel Montoya, County Attorney Jim Petrock, and Deputy Clerk to the Board Sharon Cate.

**Public/Press Comment.** Public Comment was given by:

- Lewis Wagner, 11003 Highway 119, expressed thanks to all who had donated to Shield 616.

**Human Resources Expanded Monthly Report.** Human Resources Director Susie Allen presented monthly reports for August and September in an expanded format, saying the human resources software could also generate many other types of reports that the Board might want. During discussion, the Board agreed they would like to see the data categorized by department. Director Allen said the Census Coordinator position would be posted soon.

**Special Events Coordinator Position.** Parks and Recreation Department Director Kyle Benedict and Human Resources Director Susie Allen proposed reclassifying the part-time Fair Coordinator position to a full-time Special Events Coordinator under the direction of Parks and Recreation. This employee would manage the County Fair, organize community and departmental events and work on outside inquiries and reservations for the Community Center, Exhibit Building, ballfields and outdoor arena. Director Benedict said he would be working with County Manager Montoya for uniformity in messages about activities at County-owned facilities. Commissioner Engels moved to approve the reclassification of the part-time Fair Coordinator position to a full-time Special Events Coordinator. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Unauthorized Shooting Range.** County Manager Montoya updated the Board on activities at an unauthorized shooting range in the Russell Gulch area, saying a Notice of Violation had been sent to the property owner advising him of his options for compliance by October 12, 2019. If the owner does not comply, a second Notice will be issued; after that, non-compliance would require a court appearance. The correct procedure would be to file an application for a special use review in the Community Development Department, but no application has been filed.

**Lease for Law Enforcement Shooting Range.** The Board discussed entering into a lease agreement for the County's law enforcement shooting range that is located on property owned by Mr. Ren Goltra. The Board agreed the County would need to complete the process for special use review, beginning with the lease as permission to use the property. County Attorney Jim Petrock advised the Board that Mr. Goltra had set the monthly lease payment at \$500.00, and had asked for some additional language in the agreement. Commissioner Watson moved to approve a lease agreement with Mr. Ren Goltra for the law enforcement shooting range, effective October 2, 2019, through September 30, 2020. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

**Thorn Lake Schoolhouse—Recommendation from Historic Preservation Advisory Commission.** Community Development Director Stephen Strohming conveyed a recommendation from the Gilpin County Historic Preservation Advisory Commission (HAC) on the Thorn Lake Schoolhouse, currently sitting at Highway 119 and Tolland Road in Rollinsville. A historic structure assessment (HSA) report, funded by the State Historical Fund, was completed in 2014, and included a three-phase work plan, plus prioritized recommendations for rehabilitation work and the proposed use. Director Strohming said HAC agreed with the HSA report as follows:

- Retain the building in its present location.
- Complete critical deficiencies, particularly roof treatment.
- Rehabilitate the building to its schoolhouse appearance

Lengthy discussion followed regarding the options for stabilizing and preserving the Schoolhouse and the cost of that work. Commissioner Watson moved to accept the historic structural assessment report from 2014, and to ask HAC to seek state funding to partner with the \$70,000.00 Gilpin County is now approving for Phase 1 and Phase 2 for the Thorn Lake Schoolhouse. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

**US Forest Service Rocky Mountain Restoration Initiative Proposal.** Monte Williams, Forest Supervisor of the Arapaho and Roosevelt National Forests and Pawnee National Grasslands, Clear Creek District Ranger Scott Haas, and Fire and Aviation Staff Officer Brian Karchut informed the Board of the US Forest Service's Restoration Initiative Plan for fuel treatment and forest maintenance. Supervisor Williams said that one method of mitigating catastrophic fire fuels was pods, or a patchwork of controlled fires. He explained that funding was available for this work and that local partnerships were needed to leverage the funding. To illustrate the critical need for a treatment program, District Ranger Haas shared an informative video. Afterward, he said several local governments and fire agencies were interested in the Plan, as a way to protect their water sources.

Officer Karchut spoke about the controlled fire pods concept, saying the USFS tries to focus on the highest risk areas, and to determine the scope and scale of those areas. He said the USFS believes it should treat more than 40,000 acres per year, just to keep up with forest growth.

Discussion followed regarding the need to invite residents to learn of potential local projects and to share informative information about this scientific approach to forest management. Sheriff Armstrong said the local fire agencies should attend the next meeting, and representatives from Black Hawk and Central City. Supervisor Williams concluded the presentation by stating that the USFS needed the Board's consensus to move forward, and requested a letter of support.

**Recess.** The Board recessed from 10:47 a.m. to 10:59 a.m.

**Employee Insurance Renewal.** Human Resources Director Susie Allen introduced Moody Insurance Agency Broker Cheryl Harding, saying that the County and Moody were beginning a new three-year agreement for insurance broker services. Director Allen referred to Broker Harding's executive summaries for renewal Options 1 and 2, that listed no changes to dental or vision coverage, but did list some changes to medical, life and other types of coverage. Broker Harding suggested a move from SunLife to Hartford for life, accidental death/dismemberment and long-term disability insurance, citing a cost saving and improved customer service for employees. She suggested a future review of some partially self-funded plans to address the overall cost to the County.

Director Allen said her department would host an open enrollment benefits fair for employees on October 21, with information booths set up by Anthem, Delta Dental and maybe others. Commissioner Engels moved to accept Option 2 for the renewal of employee insurance. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Legal Status Report.** County Attorney Jim Petrock advised the Board that he would be discussing some legal issues with them in executive session.

#### **County Manager Status Report.**

Monthly Leadership Team Reports. County Manager Montoya noted that the Public Works Department's current facility repair software would soon be replaced by the new online permit software that also addresses facility needs. Interim CSU Extension Director Jennifer Cook was present and spoke about the success of the local fire mitigation grants program, and said that the transition in the Extension office was going well. County Manager Montoya said the new office assistant would be a County employee and would report directly to the Extension Director; Interim Director Cook pointed out that if the position were filled right away, she could begin to train the new employee and have someone in place to help with other transitional tasks.

#### **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:

- work session with Emergency Preparedness Manager Nathan Whittington, October 10, Courthouse
- Colorado Counties, Inc., phone conference, legislation on restricting shooting in subdivisions, October 11
- Commissioners' work session, October 17, Courthouse
- Counties and Commissioners Acting Together, October 18, Denver
- Five -county Commissioners monthly breakfast meeting, October 23, Idaho Springs
- Bioenergy Day event, October 23, 1p to 3p, Public Works facility

Shooting Range Location. Commissioner Watson listed some areas that could possibly be used as the site for a shooting range and asked County Manager Montoya to have staff pursue potential options. Commissioner Engels suggested that other local entities need to be brought into the discussion. County Manager Montoya plans to tour a potential range site with the city managers of Black Hawk and Central City soon.

Fire Restrictions Language. Commissioner Watson said the wording in the fire restrictions imposed by area agencies needed to be more consistent. Sheriff Armstrong said Emergency Preparedness Manager Nathan Whittington will meet with Clear Creek and Boulder counties to discuss working toward more uniform language describing Stage 1 and Stage 2 restrictions, and red flag days.

Russell Gulch Development. Commissioner Watson said there is quite a bit of development on Alps Hill Road in the Russell Gulch area, so much so that a defacto subdivision of speculation houses is forming. She said the roads are not capable of moving a fire truck and that the local fire district needed to weigh in on these developments prior to the issuance of a building permit; property owners need to be told that the roads may not accommodate Timberline Fire Protection District apparatus. Commissioner Isenhart agreed and asked Community Development Director Strohminger if property owners are aware of this issue when they apply for a building permit. He responded that Timberline Fire Protection District would be the reviewing agency involved in the proposed revised permitting process. County Manager Montoya added that the Master Plan grant the County has been awarded will help clarify this issue.

Action List for Follow Up. Commissioner Watson said the Board needed an action agenda as a result of their meetings, to have a clear idea of who will perform the tasks identified. Commissioner Engels gave the example of the Thorn Lake Schoolhouse, and asked who was responsible to perform the next steps needed for that work. Community Development Director Strohminger said his Office Manager, Tami Archer, had already

started. County Manager Montoya said the meeting minutes should not perform that function, and asked if the move to action minutes could start today.

**Review of Meeting Minutes.**

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

Commissioner Watson moved to approve the Board of County Commissioners Regular Meeting Minutes for September 24, 2019, as submitted. Commissioner Engels seconded the motion, which passed by a vote of 3 to 0.

Commissioner Engels moved to approve the Board of County Commissioners Special Meeting Minutes for October 1, 2019. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Adjournment to Executive Session.** Commissioner Watson moved to adjourn into Executive Session in accordance with:

- C.R.S. Section 24-6-402(4)(e) for the purpose of determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and/or instructing negotiators.
- C.R.S. 24-6-402(4)(b) for the purposes of receiving legal advice.

Commissioner Engels 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 11:49 a.m.

Signed this 22<sup>nd</sup> day of October 2019.