



GILPIN COUNTY BOARD OF COUNTY COMMISSIONERS

Ron Engels, District 1

Linda Isenhart, District 2

Gail Watson, District 3

Meeting Minutes — October 6, 2020

A regular meeting of the Board of County Commissioners of Gilpin County was held on October 6, 2020, in an online format; no physical meeting was held. Chair Gail Watson called the meeting to order at 9:00 a.m. In attendance were Chair Watson, Commissioner Linda Isenhart, Commissioner Ron Engels, County Manager Abel Montoya, County Attorney Bradford Benning, and Chief Deputy Clerk Ashley Martin.

9:00 a.m. **Call to Order, Agenda Review, Public/Press Comment—**
No comments

9:01 a.m. **COVID-19 Update.**

Public Health Coordinator Bonnie Albrecht: Gilpin County has 18 cases; there are five scheduled tests today.

The flu shot clinic will be open from 10-12, Wednesday October 7th at the Public Health Building for Gilpin County employees and their dependents. Employees do not need an appointment. October 14th is for residents.

Commissioner Watson brought up that restaurants in the area look to be over the COVID limit occupancy-specifically Roy's Last Shot (patrons look too close together) as seen on the cover of the Mountain-Ear. Coordinator Albrecht said she will be checking in on these businesses to make sure guidelines are being followed. Commissioner Watson asking if Colorado is on a quarantine list regarding out of state travel. Coordinator Albrecht had not heard of that yet and will check into it.

Emergency Manager Nathan Whittington: Clear Creek County working with us on mass vaccination planning. Amateur radio testing took place this weekend. Currently working on eight grants. We have been awarded one and funding allocated to purchase a supplies trailer on 10/1. He will keep The Board updated on progress.

9:05 a.m. **Child Support Enforcement Intergovernmental Agreement.**

Human Services Director Laura Solomon is requesting approval of an intergovernmental agreement (IGA) between Gilpin County and Clear Creek County regarding the hiring of a full-time employee to oversee both counties child support enforcement requirements. The combined counties have a full case load. Clear Creek has a higher case load than Gilpin. The job will be based out of Idaho Springs. Clear Creek will house the position and Gilpin County's Benefits Supervisor will oversee. Salary and benefits expectancy for the position is \$50K per county. These funds will cover: set up office space, training, and secure materials. Gilpin County will offer legal support, if needed. Commissioner Watson asked why this is a 50/50 split between the two counties. Director Solomon replied that Gilpin is at 45% and Clear Creek is at 55%. Commissioner Watson asked what the timeline is for this position. Director Solomon replied that Clear Creek has posted the position and that a person has to be

onboarded by 1/1/2021. Hoping to hire in December for training to minimize cost. Commissioner Watson proposed that Director Solomon wait until the Gilpin Commissioners can speak with Clear Creek Commissioners.

- 9:15 a.m. **Annual Renewal of Public Health Purchase of Services Agreement.** Public Health Coordinator Bonnie Albrecht discussed the Public Health Purchase of Services Agreement and how it's the same as every year except for the addition of an Epidemiologist, contact tracing, monitoring outbreak and planning for COVID response. \$180K is the total contract that includes her position, Epidemiologist (completely grant funded) and an Administrative Assistant. She is looking for an Administrative Assistant. County Attorney Benning confirmed he has reviewed the contract. Commissioner Engels moved to approve the annual renewal of the Public Health Purchase of Services Agreement. Commissioner Isenhart, seconded the motion, which passed unanimously.
- 9:20 a.m. **Clerk and Recorder Monthly Reports.** Clerk and Recorder Sahari McCormick and Chief Deputy Ashley Martin presented August and September's monthly reports for Recording and Motor Vehicle. Clerk McCormick made reference to the variance report that was attached that indicated that Recordings is at a positive amount \$15,961.30 (due to the new Distillery being built and an increase to all recordings) from 2019 as of September 30th and we are only down by \$4,336.33 for Motor Vehicle for 2020 from 2019. Chief Deputy Martin confirmed that in the month of September, the Motor Vehicle Department was up from 2019 numbers by \$24,000.00 and assured us that we will be in the positive numbers by end of next month.
- 9:27 a.m. **Historic Preservation Commission Revised Bylaws.** County Planner Tami Archer presented the Historic Preservation Commission revised bylaws. HPC is asking the Board's approval of these bylaws. Commissioner Watson described them as very specific and in-depth and has no reservations. Commissioner Engels asked how much of the verbiage has changed. Planner Archer replied back that it's mainly wording that has changed and that there are no conflicts that would change the current ordinance. Commissioner Watson asked if there would be no reductions to public capability, Planner Archer replied no. Commissioner Isenhart made the motion to approve the bylaws, Commissioner Engels, seconded the motion, which passed unanimously.
- 9:30 a.m. **Boundary Line Adjustment #20-01.** County Planner Tami Archer, presented Boundary Line Adjustment (BLA)-20-01 requested by Alex Burney of Burney Realty Group LLC. He owns four parcels; Parcel D does not have access to the road as it is land locked. Tami shared her screen with us showing us the proposed changes to realign the four parcels so they each have access of Robinson Road. Planner Archer also showed the location of the new proposed building envelopes for each parcels A-D. Commissioner Watson asked if this has to sit at the board of adjustment. County Attorney Bradford Benning replied with No. Commissioner Engels, made the motion to approve BLA #20-01. Commissioner Isenhart seconded the motion, which passed unanimously.
- 9:50 a.m. **Tolland Road Closure for Work on Union Pacific Railroad Tracks.** Right-of-Way Specialist Craig Connell informed the Board on the Tolland Road closure for work on Union Pacific Railroad Tracks—County Road and Bridge Right-of-Way. The closure is taking place on October 9th and 12th from 6am-2pm. No traffic will be allowed at the worksite. The Public Works Department is working on getting communication out to the public on Hwy 119. Signs were starting to go up on Friday last week. Specialist Connell said that there are electronic boards communicating days/times and a flagger to relay information. Commissioner Watson asked if Mammoth Gulch will be accessible, and Specialist Connell responded yes. The Contractor for Union Pacific needs to submit the permit paperwork that County Attorney Benning modified. County Attorney Benning assured the Board that there is a traffic and emergency plan and public messaging in place. Commissioner Watson asked if there were any homes past the old school and Specialist Connell replied that there are no residences. This was just

informational, no motion needed. Commissioner Watson recommended that in future they need to look at the County's 1041 powers and update it to make sure they are allocating some power to the Commissioners, at least to deliberate.

- 9:41 a.m. **County Fair 2021 Planning.** Normadee Jones proposed to open the County Fair back up in 2021. She submitted a proposal that was opened up online for all to see. This included how costs could be kept at a minimum/volunteer/free basis and discussed the benefits it would bring to the community. Commissioner Watson mentioned, that in the past, the County Fairs cost around \$50K. She informed Normadee that we have an existing Fair Committee already and to reach out to them for support and that she has support from the County Commissioners.
- 9:48 a.m. **Resolution #20-20, Great Outdoor Colorado Resilient Communities Grant Award.** Business Analyst Gabrielle Chisholm confirmed that they have the \$109k grant award (Great Outdoor Colorado Resilient Communities Grant Award) that needs Resolution #20-20 and an edited budget. Once approved by the Commissioners, it can be submitted today. It was brought to attention by County Manager Abel Montoya that Deputy Clerk Sharon Cate has already put it in the Gilpin County format, so it's been completed in the format they are looking for. Commissioner Engels made the motion to approve, Commissioner Isenhardt seconded the motion, it was a unanimous vote.
- 9:50 a.m. **Legal Status Report.** County Attorney Bradford Benning discussed the need to hold an executive session to discuss elections and guidance coming from SOS office so that the election can run as safely and efficiently as possible. He and Deputy Clerk Sharon Cate are working together on a new liquor license. Zoning and code enforcement matters were also discussed. Commissioner Watson asked County Attorney Benning for a monthly update from outstanding new and existing code enforcement violations. Attorney Benning agreed and mentioned that there's only one pending case in court for trial in November.
- 9:55 a.m. **County Manager Status Report.** County Manager, Abel Montoya, reported on the testing of technology at the Courthouse and the upcoming hardware delivery, so Commissioners can join him in the Commissioners' Meeting Room at the Courthouse moving forward. There are plans to have a permanent solution November 1st.

Community Center Opening Plan for 2021: The second iteration of the opening plan was displayed on screen and County Manager Montoya is hopeful that there will be a 3rd and final draft in a couple of weeks. It was displayed on screen the positions that will need to be filled to make this proposal work and how the 2nd draft has gotten it down to 21 positions, 14 that will be part-time workers. Commissioner Engels asked how soon can job descriptions be prepared, County Manager Montoya replied that they can be completed by November 3rd for these positions. Commissioner Watson remarked that should the voters approve the mill levy; we will be prepared to move forward. Business Analyst Gabrielle Chisholm is currently doing research to see how other counties are operating and what their costs are.

The youth program is the focus of the current grant being administered from the Human Services department. The current cost to operate the Community Center four days a week would be \$524K. County Manager Montoya discussed the new technology they will need to keep track of who is paying and the duration that covers as they have experienced how difficult it has been to get refunds issued. If the Mill Levey is passed, it will bring in roughly \$1.1 million.

Grant Applications: Business Analyst Gabrielle Chisholm is currently monitoring 35 grants. She has the scope of work for the Energy/Mineral Impact Assistance Fund Grant ready to go.

Coronavirus Relief Fund- There is \$108K left that needs to be spent by December. Grant opportunity not reimbursement- Need to think about where else that money needs to be spent.

Western Sustainable Agriculture Research just approved 4K.
CDBG-CV-Food Bank was turned in.
Alan Green Foundation Grant-Jennifer Josselyn turned in.
GOCO Grant-The paperwork can be sent in today since motion was just passed.
There is a work session planned for 9am this Thursday, October 8th.

- 10:19 **Board of County Commissioners Status Report**
a.m. Notice of Public Meetings: Commissioner Watson said they are back to a normal bi-weekly schedule. There is a budget work session this afternoon and Thursday the 15th and there will be a preliminary hearing on the 20th. County Attorney Benning called for an Executive Session at the Board's special meeting October 8th.
- 10:21 Consideration of Board of Equalization Meeting Minutes for September 29, 2020
a.m. No meeting minutes as of yet. We'll need to move to Thursday.
- 10:22 Public/Press Comment—Please limit comments to three minutes per person.
a.m. No comments from the public.

Adjourn. There being no further business to come before the Board, they adjourned at 10:22 a.m.

Signed this 20th day of October 2020.