

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

March 16, 2021

A regular meeting of the Board of County Commissioners of Gilpin County was held on March 16, 2021, in an online format; no physical meeting was held. Chair Linda Isenhart called the meeting to order at 9:02 a.m. In attendance were Chair Isenhart, Commissioner Sandy Hollingsworth, Commissioner Web Sill, County Manager Abel Montoya, County Attorney Bradford Benning, and Deputy Clerk to the Board Sharon Cate.

Thank You to Road Crews. Commissioner Isenhart thanked the employees who worked hard to keep the County roads open and safe for residents during the recent heavy snowstorm. She read aloud the names of Development Services Deputy Director Dave Rich, Right of Way Specialist Craig Connell, Team Leader Garret Priest, and operators Tim Logan, Alan Huntington, Joshua Lake, Tom Dellinger, Jim Krejci, Neil Farina, Jonathon Fry and Andrew Torok.

COVID-19 Update.

Public Health Coordinator Bonnie Albrecht:

- 1,256 total cases since the pandemic began, with three new cases in the past seven days
- Testing is done on Thursdays, with only three or four requests per week. This operation might relocate to a casino.
- Vaccination clinics: a total of 1,590 vaccinations have been administered, with 1,064 being first injections. A total of 1,839 residents are vaccinated with at least one dose.
- The next tier of eligibility will begin soon.

Emergency Manager Nathan Whittington:

- The vaccination clinic has moved to a different room in the Ameristar Casino, which can accommodate up to 90 people in the “after” waiting room.
- He is working with Public Health Coordinator Albrecht on how to phase into the 1B4 tier, but allocations are delayed at times.
- He continues to provide personal protective equipment to workers in County facilities.

County Manager Montoya added that in reference to the State’s DIAL 3.0, they are thinking about giving more local control to each county. Gilpin County is monitoring this, in case the governor releases information this week. He also noted that the State’s 5-Star Program would not be in use under DIAL 3.0.

Gilpin County Motor Vehicle Fees, Special Audit Request. County Clerk and Recorder Sahari McCormick informed the Board that Finance Director Clorinda Smith had asked her about the possible need for a special audit of the revenues received by the motor vehicle division of the Clerk and Recorder’s Office. Clerk McCormick explained that there is a problem between the motor vehicle division of the Colorado Department of Revenue and some counties regarding the State’s retention of motor vehicle revenue that became evident in late 2018. At that time, the State moved all counties’ motor vehicle operations from the C-Stars system to the DRIVES system, which was supposed to better track this revenue. Following that move, the amount of revenue retained by Gilpin County dropped drastically. Clerk McCormick has talked with State officials extensively about this loss of revenue to the County, but because motor vehicle records from 2018 are not available, there is no clear way to investigate. The State feels that the monies reported in DRIVES is accurate and that the issue lies in funds received elsewhere. When Clerk McCormick took office in January of 2019, she initiated vigilant record keeping with attention to retention schedules, but the previous year’s records are missing and a special audit cannot be performed without the supporting documentation. The County’s revenue retention is now approximately \$25,000.00 per month less, but the State’s portion has increased.

Clerk and Recorder’s Monthly Report. County Clerk and Recorder Sahari McCormick reported on operations in her office, and compared overall revenues for the month of February 2021 to the same month in 2020. Recording revenues were higher, and use of this service has stayed strong despite the COVID-19 closure. In the motor vehicle (MV) division, revenues were lower by \$16,000.00. A new part-time employee is training in MV, but before that, there was only one employee. Dropping off checks is the most efficient way for residents to pay for a simple renewal, which must be done despite the Courthouse closure.

Sheriff’s Office Report. Sheriff Armstrong thanked the Public Works employees and first responders for doing an exceptional job during the recent heavy snowstorm. He then shared onscreen his report for February 2021, demonstrating the increasing levels of activity in all aspects of the Sheriff’s Office, plus some positive contacts by the deputies and from the public. Of particular note was the receipt of 18 carbon monoxide detectors from Colorado Natural Gas to the Timberline Fire Protection District.

Treasurer’s Monthly Report. County Treasurer Mary Lorenz reported on operations in that office for the month of February 2021, saying that a decline in tax collections last year began in March, but that all County offices and departments have done a great job in carefully spending County funds.

Tri-County Workforce Area Agreement. Human Services Director Laura Solomon presented an updated version of the Tri-County Workforce Area Agreement, saying that Jefferson County contracts with Gilpin and Clear Creek counties for their use of the Workforce Area's online services. Because no Tri-County Workforce counselor provides in-person assistance at the Gilpin County Human Services office any longer, the annual charge of \$5,000.00 for Gilpin County's participation has been eliminated from the Agreement. Those services are now offered online, and are much more consistent. Commissioner Sill moved to approve the updated Tri-County Workforce Area Agreement. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Veteran's Officer Functions. On behalf of Gilpin County Veterans Officer Leon Pohl, Human Services Director Laura Solomon gave an update on veterans' services available at the Justice Center. Officer Pohl has begun to see some people in person, often outdoors, due to COVID-19 restrictions. A plexiglass barrier has been set up in his office for indoor appointments. Officer Pohl also works with Emergency Manager Nathan Whittington to arrange vaccinations for veterans, including recruiting neighbors and others to provide transportation to the vaccination site. He has also reached out to more women veterans and needs more volunteers for fundraising with the VFW.

Request to Rename Gilpin County Arena and Exhibit Building. Norma Jones, co-leader of the Gilpin County Animal Response Team (GCART), referred to a letter she had sent to the Board requesting that due to Cody and Shelby Allen's longtime service to the community, GCART wanted to memorialize them by renaming the Fairgrounds arena and Exhibit Building after them. Prior to their deaths on December 11, 2020, they were both active in the Central City Volunteer Fire Department, with Cody becoming a full-time employee a couple of years ago. While employed by Gilpin County, he spent many hours caring for the arena and preparing it for large-animal events. The Board discussed whether it was appropriate to rename public facilities in this way, then talked about the need for better memorials for local veterans. Commissioner Hollingsworth voiced support of naming the arena. Commissioner Sill moved to table the item, citing the need for time to consider GCART's request. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Parks and Recreation Agreement with Instructors as Contractors. Parks and Recreation Director Gabrielle discussed the need to engage instructors as contractors, to eliminate any impact to the County's personnel budget, and she suggested it be done by issuing requests for proposals (RFPs). She shared a draft of an RFP and of the Agreement for Professional Instruction Services, and requested the Board's approval. Commissioner Hollingsworth moved to approve the corrected drafts of the RFP format and the Agreement for Professional Instruction Services. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Resolution #21-05, Adopting Revised Schedule of Fees, Development Services. County Planner Tami Archer presented a list of new fees for Community Development Services as part of the County's updated Zoning Regulations that were approved on January 5, 2021. The new fees addressed camping permits, change-in-use permits, short-term rentals, and transfer of development rights. Lengthy discussion followed, demonstrating the need for a work session to talk in depth about the purpose of each of the proposed new fees. Commissioner Sill moved to continue the discussion of the fee schedule to a future Board meeting, after detailed analysis during a work session. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0. The work session was scheduled for March 30, 2021.

Request to Fill a Position. People, Culture and Finance Director Lori Schraye proposed the hiring of a Human Resources Generalist position at a salary above 10% into the salary range, which requires Board approval. She cited some of the duties within this job description, and reasons why the experienced job candidate should be hired at the high end of the market salary at \$63,000.00. Discussion followed regarding the need for additional staff throughout County offices and departments, and also on the need to be mindful of the budget. Commissioner Hollingsworth moved to approve the request to fill the Generalist position at an annual salary of \$63,000.00. Commissioner Isenhardt seconded the motion, which passed by a vote of 2 to 1, with Commissioner Sill voting against.

Legislative Updates. Commissioner Hollingsworth moved to postpone the legislative updates to the next Board meeting on April 6, 2021. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Legal Status Report. County Attorney Bradford Benning advised the Commissioners on the following legal issues:

- FAA Update (lawsuit regarding airlines flight path over Gilpin County). All briefing is done and has been submitted to the Circuit Court. This information will be posted on the County's website soon.
- Zoning Matter, 26 Hornblend Road. After numerous attempts to work with the property owner and no changes in the circumstance of junk vehicles on this property, County Attorney Benning recommended filing for an administrative warrant to remove the vehicles, to certify all of the penalties, and to have them recorded as a lien against the property. Commissioner Sill moved to approve enforcement action against 26 Hornblend Road as described by County Attorney Benning. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.
- Parking Ordinance, #21-01. The continued first reading of this ordinance to regulate parking on County roads will be on the Board's April 6th agenda, at which time they will accept public comment.

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

Snow Removal Policy. In the fall of 2020, the County's Snow Removal Policy was updated to reflect the lower number of staff available for plowing, but currently there are some misconceptions of that policy. County Manager Montoya thanked the Public Works staff and the County's first responders for their efforts during the recent heavy snowstorm. He noted that in emergencies such as this, County plows will respond and do as much as possible, but in lesser storms, the policy of not plowing between 10:00 p.m. and 4:00 a.m. will be in place.

DOLA Grant for Food Bank. Community Development Block Grants (CDBG) funds from the Colorado Department of Local Affairs (DOLA) will be used at the Gilpin County Food Bank. These funds are valid to September of 2022, giving the County time to implement the program. Also, \$97,000.00 in grant funds will be used for the food bank building for ADA compliance, to store food, and to make minor changes to the building exterior, the parking area, and a concrete pad for new refrigeration units. Discussion followed regarding grant timelines and comparing the cost of improving the current modular building on Norton Drive to the cost of purchasing a new modular building, perhaps by the new Public Health & Human Services building.

Proposed Tree Removal Plan at Gross Dam Reservoir. County Manager Montoya referred to the proposed expansion of Denver Water's Gross Dam Reservoir and their proposed tree removal plan, which is currently to transport logs from that site via SH119 to the metro area and beyond. He said County staff will post information on the website regarding the 30-day comment period that will end in the middle of April. Commissioner Isenhart said it is important for all to engage in this proposed plan and its public comment opportunity, to express opposition to logging trucks driving through Gilpin County. The trucks could be detrimental to the safety of residents and visitors.

DOLA Funds for Public Health and Human Services Building. In response to a question from Commissioner Sill about receiving grant funds from the Department of Local Affairs (DOLA), County Manager Montoya said he has been in communication and has met with DOLA staff on the details of this grant. The full reimbursement request should be submitted soon, for payment in May.

Board of County Commissioners Status Reports.

Notice of Public Meetings. The Board's public meetings in the upcoming three weeks that could be attended by more than one Commissioner and at which public business may be discussed will include the Board of County Commissioners meetings on April 6, April 20, May 4 and 18, plus the potential of adding one or more special meetings, if needed. The Board's annual tour of the jail (statutorily required) will be on March 24, at 10:00 a.m. The tour of the Alps Hill area is scheduled for March 26, 10:00 a.m., tentatively for two or three Commissioners, and is open to the public.

Commissioner Comments. The topic discussed during Commissioner Comments was legislation regarding the Limited Gaming bill, and a bill on the membership of the Gaming Control Commission. Commissioner Isenhart said Representative Judy Amabile and Commissioner Hollingsworth are working together on a few amendments to the Limited Gaming bill. Commissioner Sill and Commissioner Hollingsworth will be testifying on the two bills later today in an effort to benefit Gilpin County and its share of gaming revenue.

Minutes. Commissioner Hollingsworth moved to approve the Board of County Commissioners Meeting Minutes for March 2, 2021. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Adjourn. There being no further business to come before the Board, they adjourned at 11:51 a.m.

Signed this 06th day of April 2021.