

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

June 1, 2021

A regular meeting of the Board of County Commissioners of Gilpin County was held on June 1, 2021, in both an online format and in person. Chair Linda Isenhardt called the meeting to order at 9:00 a.m. In attendance were Chair Isenhardt, Commissioner Sandy Hollingsworth, Commissioner Web Sill, County Manager Abel Montoya, County Attorney Bradford Benning, and Deputy Clerk to the Board Sharon Cate.

**Agenda Review.** Commissioner Hollingsworth added County Volunteer Application Policy. Consideration of the minutes was tabled until June 15, 2021.

**COVID-19 Update.**

Public Health Coordinator Bonnie Albrecht:

- Nine new cases in the past seven days; 53% of Gilpinites have had at least one dose and 46.8% are fully vaccinated. The vaccination clinics at the Ameristar Casino have ended, but vaccinations are available at the Gilpin County Public Health office on Wednesdays. Additional events are planned for this summer. Some local teens have also been vaccinated.
- Testing is available each Thursday at Z Casino, but there haven't been many participants.
- The State Executive Order for masks has been rescinded, but there is still a State Public Health Order that requires masks in schools, jails, health care settings, and other setting, plus for unvaccinated people. The State has removed the indoor capacity restrictions.

Emergency Manager Nathan Whittington:

- Emergency Management Planner Diane Stundon finished the vaccination clinic at the Ameristar Casino last week; the Isle Casino did an equity (free) vaccination clinic, which Planner Stundon helped organize; another equity clinic is planned for June 8 and the Z Casino. She is working on an action report for COVID vaccines.

**Extension of Gilpin County's Emergency Declaration.** County Attorney Benning proposed the extension of Gilpin County's Emergency Declaration to September 30, 2021, as the current declaration will expire at end of June. This will ensure the County's eligibility for FEMA funding. Commissioner Hollingsworth moved to extend the County's Emergency Declaration from June 30 to September 30, 2021, similar to the federal declaration. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

**Gilpin Historical Society's 50<sup>th</sup> Anniversary Proclamation.** Gilpin Historical Society (GHS) Board President Deb Wray presented a proclamation celebrating the Society's 50<sup>th</sup> Anniversary of the opening of the museum on May 8, 1951. She also noted that GHS would host a barbeque on June 26, and that the admission price for the museum that day would be only 50 cents. The community is invited, and other events have been planned for summer. Commissioner Sill moved to approve the proclamation celebrating the 50<sup>th</sup> anniversary of the museum opening. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

**Memorandum of Understanding for Human Services Programs.** Human Services Director Laura Solomon presented a memorandum of understanding (MOU), a performance contract for the Colorado Works and Colorado Childcare Assistance Program. The contract was updated in 2019 and there have been no changes since then. She also noted that Human Services staff are required to take specific training for the County to qualify for certain funding, and all of Gilpin County's staff are in compliance. Commissioner Sill moved to approve the MOU between Gilpin County and the Colorado Department of Human Services, effective July 1, 2021, through June 30, 2024. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

**Submittal of "Request as Extension of Time to File a December 31, 2020 Audit.** Finance Director Clorinda Smith asked for approval to submit a "Request an Extension of Time to File a December 31, 2020 Audit" form to the Office of the State Auditor. She explained that because Gilpin County had received and spent a large amount of federal funding due to COVID, a single audit would be performed for the first time in many years and would take extra time to complete. The request for an extension is normal, due to timing, and is a back-up measure in case it is needed. Commissioner Hollingsworth moved to extend the Audit time to file from December 31, 2020, to September 30, 2021. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

**Clerk and Recorder's Election Items.** Clerk and Recorder Sahari McCormick presented the following:

Election Plan. All counties are required to file an election plan annually, citing the location of the vote center, how many voters participated in the previous election, and other similar information. Gilpin County's previous two elections were held at the Community Center, as it is a larger space and allowed for social distancing in 2020. Voters can also drop off their ballots at any of the ballot boxes or the post office. The election judges will count the ballots at the Old Courthouse, as that is where the ballot-counting equipment is located. Clerk and Recorder McCormick will submit Gilpin County's Election Plan prior to the July 1 deadline.

Renewal of Dominion Voting System Contract. Dominion has submitted a contract for a voting system that is much lower in cost than that submitted by Clear Ballot. Clerk and Recorder McCormick recommended renewing the agreement with Dominion, as they provide support, and the County has relied on them since 2016. Commissioner Hollingsworth moved to renew the contract with Dominion for a voting system. Commissioner Isenhardt seconded the motion, which passed by a vote of 2 to 0, with Commissioner Sill abstaining.

**Local Liquor Licensing Authority.** Commissioner Hollingsworth moved to recess as the Board of County Commissioners and convene as the Local Liquor Licensing Authority. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0. Deputy Clerk Sharon Cate presented the following applications:

Gold Dirt, Change of Location. Commissioner Hollingsworth moved to approve the application for Gold Dirt's change of location from 275 Tolland Road, to 60 Main Street in Rollinsville. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Howlin Winds, Brewery and Liquor Sales Room. Applicant Zachery Delashmit stated that the back of the building he rents would be used for a brewery and that the tasting room would be in the front, with a separation between the two. The front patio area will be licensed for consumption, and the control area will be fenced. Commissioner Hollingsworth moved to approve Howlin Wind's application for a brewery and sales room at 51A Main Street in Rollinsville. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

**Board of County Commissioners.** Commissioner Sill moved to adjourn as the Local Liquor Licensing Authority and reconvene as the Board of County Commissioners. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

**Parks and Recreation Update.** Parks and Recreation Director Gabrielle Chisholm gave an update on several aspects of the Community Center, including the opening of the pools on May 17, the April 2021 usage report, summer camp activities and other summer events. This year's single-day Fair is scheduled for July 24. She also reported on the year-to-date budget and revenues, saying the challenge is to staff the Community Center appropriately. Discussion followed.

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

- The bills affecting the Assessor's Office and correcting casino values passed in this year's legislative session. He asked if the Board was interested in hosting the signing of HB21-1132, at the Courthouse with Representative Judy Amabile, as it will be her first signing. The bill addresses Limited Gaming Impact funds and how they are administered.
- The insurance waiver forms for County Fair vendors were reviewed with County Technical Services, Inc. The County does not maintain insurance for vendors, but CTSI work with Gallagher Insurance, who can help them with coverage.

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

Emergency Sick Leave and Potential Tax Credit. People and Culture Director Lori Schraye gave an overview of the state and federal requirements and options for providing sick leave to employees for COVID illness or caring for a family member with COVID. Gilpin County currently provides 80 hours of COVID sick leave, in addition to an employee's sick leave accrual. Only two employees have used the full 80 hours to date, while others used fewer hours. After discussion, the Board agreed that the current 80 hours was sufficient.

Employee Handbook Amendments: Telecommuting and Conflict Resolution. Director Schraye stated that the telecommuting amendment to the Employee Handbook had been approved, but that it needed to be changed to include all employees. After lengthy discussion, the decision was to have staff bring a revised telecommuting amendment to the Board. Regarding the conflict resolution amendment, the Board thanked Director Schraye for updating an employee's options, and suggested several minor changes. Commissioner Sill moved to approve the Conflict Resolution amendment to the Employee Handbook. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Update on Public Health / Human Services Building. County Manager Montoya reported that after the Board's tour of the new Public Health / Human Services building, he met with contractor Sky Blue to resolve outstanding issues, particularly that of door locks. He noted that one option would be to terminate Sky Blue the contract and use the remaining \$63,000.00 to work with a new contractor. Also, Senior Planner Stephen Strohminger has submitted expenditures up to March 15 to DOLA, as part of the total \$936,000.00 grant amount, depending on eligible expenses.

Request to Hire Custodian 1. Facilities Manager Ryan Keenan proposed the hiring of a Custodian 1 at \$16.00 per hour, plus raising the current employee to Custodian 2 and increasing the wage to \$21.92 per hour. Commissioner Sill moved to accept the proposal as presented. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Treasurer' Office and Jail Showers Requests for Proposals. Manager Keenan proposed a standard format for a request for proposals (RFP) to enclose Treasure Mary Lorenz' office within the larger office, a process that generates competitive bids. Commissioner Hollingsworth moved to approve the format of the RFP for an enclosure in the Treasurer's Office. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Manager Keenan shared photographs onscreen showing the work needed in some of the inmate showers in the Jail, and requested approval of the RFP for the critical showers and for all of the Jail showers. Commissioner Sill moved to approve the RFP format for repairs to the Justice Center Jail showers, as amended. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Courthouse Summer Parking Plan. County Manager gave an overview of the plan for citizens and employees to park at the Old Courthouse through mid-August. The ADA spaces will remain intact along with the majority of the other spaces being reserved for the public. Employee spaces will be limited. Facilities Manager Keenan is working on signage.

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

Notice of Public Meetings. The Board's upcoming public meetings that could be attended by more than one Commissioner and at which public business may be discussed will include: the Colorado Counties, Inc., summer conference (virtual) June 7—9, regular Board meetings on June 15, July 6 and July 20. Regular Board meetings will continue to be held in-person at the Courthouse and virtually on Zoom.

Board Letter on Violence, Gun Violence and Racism. Commissioner Isenhart cited the reasons she felt that a letter stating the Board's position on violence, gun violence and racism was necessary. After discussion, Commissioner Isenhart moved to adopt this letter and its intent and to post it on the County website. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

Volunteer Application Policy. Commissioner Hollingsworth said it has come to her attention from some long-standing volunteers that there has been a change in the application for some volunteers. She asked for clarification, noting volunteers are critical to supplementing staff and doing programs. After discussion of drug tests, background checks and how applications are administered by various departments, County Attorney Benning agreed he would need to work with County Technical Services, Inc., the Sheriff's Office and People and Culture to define the different processes needed. This will be presented at a future work session.

**Recess.** The Board recessed from 12:04 p.m. to conduct two work sessions for the Graves Study and for the American Rescue Plan Act.

**Board of County Commissioners.** Commissioner Sill moved to reconvene as the Board of County Commissioners. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

**Adjourn to Executive Session.** Commissioner Sill moved to adjourn into Executive Session in accordance with C.R.S. 24-6-402(4)(b), to receive legal advice on specific legal questions, and C.R.S. 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. Commissioner Hollingsworth 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 1:11 p.m.

Signed this 15<sup>th</sup> day of June 2021.