

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

December 7, 2021

A regular meeting of the Board of County Commissioners of Gilpin County was held on December 7, 2021, in an online format only; no in-person meeting was held. Chair Linda Isenhart called the meeting to order at 9:00 a.m. In attendance were Chair Isenhart, Commissioner Sandy Hollingsworth, Commissioner Web Sill, County Attorney Bradford Benning, and Deputy Clerk to the Board Sharon Cate.

**Observance of Pearl Harbor Day.** Commissioner Isenhart called for observance of December 7, 1941, and remembrance of the greatest generation. She also noted Senator Bob Dole had passed, and that he was responsible for much legislation to help people.

**COVID-19 Update.** Emergency Manager Nathan Whittington:

- 1 week positivity rate of 9.3%
- 8 cases in the last 7 days
- 2 new hospitalizations in the last 7 days
- 1 new death in the last 7 days
- 73.5% 12+ with at least 1 dose of vaccine
- 67.2% 12+ fully immunized
- Upcoming clinics: Wednesdays at the Gilpin County Library 10 a.m. to 2 p.m.; Saturdays at the Community Center 9a to 3p
- This week, there are no more Moderna appointments for Wednesday, December 8.
- Appointments are required for all clinics. Links to register are on the Public Health website. Links for clinics will be updated weekly by Monday morning.

**Sheriff's Office Monthly Report.** Sheriff Kevin Armstrong reported on numerous operations within the Sheriff's Office during the month of October 2021. He also said the Miners Candle Fire in Clear Creek County is now over 50% contained, and all residents are back in their homes, other than two houses and some outbuildings that had burned. Gilpin County entities that offered to assist were the Sheriff's Office, Timberline Fire Protection District, and the Gilpin County Animal Response Team (GCART) was activated. Central City Fire sent a crew to help. Also, recent high winds caused a major power outage 99% of Gilpin County. Commissioner Hollingsworth added thanks that Senior meals are being prepared again in the jail kitchen, and is currently limited to 20 people to maintain social distancing requirements.

**Treasurer's Items.** County Treasurer Mary Lorenz presented the following:

Outstanding Real Estate Property Tax Liens. Per state law, County Treasurer Lorenz advised the Board of two current outstanding property tax liens. The County can apply to acquire them, but if there is no future purpose for them, there would be no reason to apply for the deeds. Years ago, one parcel was likely subdivided without County approval, and the other is in a gaming district and carries a very large tax bill. She will provide additional information at a future Board meeting.

October Monthly Report. Tax collections are at 99%, ahead of the same month last year.

**Finance Items.** Interim Finance Director Lorna Plamondon presented the following:

Vehicle Take Home/Fringe Benefits for 2022. Due to the nature of some work positions and some employees being "on call" to respond, they are allowed to use County-owned vehicles in certain circumstances. Some are not considered to be a taxable fringe benefit, others are. Commissioner Hollingsworth moved to accept the 2022 Vehicle Take Home List. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Resolution #21-15, Approving Supplemental Appropriations to the 2021 Budget. Interim Director Plamondon listed some expenses to 2021 budget that were not anticipated and said supplementals were needed. Commissioner Sill moved to adopt Resolution #21-15, Approving Supplemental Appropriations to the 2021 Budget. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

**Human Resources Items.** Interim Human Resources (HR) Director Susie Allen presented the following:

Proposed Gilpin County Compensation Guidelines. Updating the Compensation Guidelines is the next step in the process to implement the Graves Salary Survey. A change was made to the hiring range in order to expand it, giving directors more latitude in starting wages, plus other changes identified by Graves were made. Commissioner Isenhart said the Board has worked much on this in staff meetings.

Resolution #21-21, Approving an Amendment to the Gilpin County Compensation Plan Guidelines. Commissioner Hollingsworth moved to adopt Resolution #21-21, Approving an Amendment to the Gilpin County Compensation Plan Guidelines. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

Proposed Graves Study Implementation Criteria. The base study is complete, the Board has approved general and step pay plans, and today the updated Compensation Guidelines were approved. All work to date has been performed using best practices and ensuring criteria is in line with state laws, and addressing compression. The next step is implementation, in which the overall criteria was the number of years in the job, plus other criteria were used. Commissioner Sill moved to approve the proposed Graves study information and criteria. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0. Director Allen said next step is meeting with department directors and elected officials for their criteria, then HR and Finance staff will work together to implement the pay increases for the first full pay period in January 2022.

**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.

**Application for Annual Liquor License Renewal—Z Stop Gas Station.** Chief Deputy Clerk Ashley Martin presented an annual renewal application for the Fermented Malt Beverage license for Z Casino Black Hawk Operator, LLC, dba Z Stop Gas Station, located at 1351 SH-119, in Gilpin County, with a current expiration date of December 27, 2021. Commissioner Sill moved to approve the renewal application at the local level, as presented, with a new expiration date of December 27, 2022. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

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

**Resolution #21-19, Adopting a 2022 Schedule of Public Meetings for Board of County Commissioners.** Commissioner Isenhart said the schedule for the Board public meetings will be set for the first and third Tuesdays each month in 2022. Commissioner Sill moved to adopt Resolution #21-19, Adopting a 2022 Schedule of Public Meetings for Board of County Commissioners. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0.

**Weed Herbicide Program Grant Application.** Because CSU Extension Director Jennifer Cook could not be present, County Attorney Benning requested Board approval of a grant for the County's Weed (Eradication and) Herbicide Program. The Jefferson County Conservation District will oversee the grant and work that will include Gilpin County and the cities of Black Hawk and Central City. After further explanation of the reimbursement amount, Commissioner Hollingsworth moved to approve the cash match for the grant for the Colorado Department of Agriculture noxious weed program in the amount of \$3,985.00. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

**Public Hearing (Cont.) —Proposed Revisions to Section 4.12 of the Gilpin County Zoning Regulations.** At 10:04 a.m., Chair Isenhart opened a public hearing continued from November 9, 2021, for further discussion and public input on a proposed change to Section 4.12, Outdoor Lighting, of the Gilpin County Zoning Regulations. County Planner Tami Archer gave a brief overview of the topic, saying the Board could vote today or ask the Planning Commission to make further revisions to this section.

Chair Isenhart opened the hearing to public comment.

- Barbara David, 14 Leon Lane, in Boulder County, at the edge of Gilpin County, president of the Coal Creek Canyon Sky Watchers, spoke in favor of limiting outdoor lighting and of her concern about the increase in lighting that will be generated by the expansion of Gross Reservoir. She noted the Gilpin County Library will receive a free telescope to check out to members.
- Bill Merline, 86 Spruce Way, spoke in favor of shielding light off property and about some misconceptions in the discussion of the proposed change to the regulations.

Following public comment, Chair Isenhart closed the hearing to public comment. Comments from other residents via email to the Commissioners were added. Commissioner Sill moved to send the Outdoor Lighting section back to the Planning Commission, to then be reviewed by the Board. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0. Chair Isenhart 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.)*

**Legal Status Report.** County Attorney Bradford Benning advised the Commissioners on the following legal issues: Zoning Regulations violation cases, water rights diligence cases coming due in 2022, Dory Lakes water rights, and the County's shares in the Denver View Reservoir in Arvada to use water. Also, some motor vehicle questions and many requests for election document through the Colorado Open Records Act (CORA). Paralegal Sarah Baciak has been working on the County's policies on CORA requests, and has submitted some grant reimbursements. County Attorney Benning will soon provide the Board with the status of the Opioid Settlement.

## **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: December 14, with the December 20 meeting likely being canceled, unless needed for end-of-year tasks.

Library Board of Trustees Appointment. Susan Berumen, President of the Gilpin County Library Board of Trustees (BoT), recommended that current member Linza Douglas be appointed to a new five-year term. Commissioner Sill moved to appoint Linza Douglas to a five-year term on the BoT ending December 31, 2026. Commissioner Hollingsworth seconded the motion, which passed by a vote of 3 to 0. President Berumen also spoke about a new book available for free at the Library for the One Book, One County Program, saying it is part of a new discussion group with author Peter Heller.

**Commissioner Comments.** Commissioner Hollingsworth reminded today's meeting attendees that the Winter Arts Fest is scheduled for December 11 and 12 at the Community Center, featuring local and other vendors. She also noted that today is Colorado Gives Day, and that many nonprofits dependent on donations.

**Minutes.** Commissioner Hollingsworth moved to approve the Board of County Commissioners Meeting Minutes for November 9, 2021. Commissioner Sill seconded the motion, which passed by a vote of 3 to 0.

**Public / Press Comment.** Carolyn Collins Petersen, 1429 Wedgewood, noted that the start of the Winter Fest will be 10:00 a.m. on Saturday, December 11, and 12:00 p.m. on Sunday, December 12.

**Adjourn.** There being no further business to come before the Board, they adjourned at 10:55 a.m.

Signed this 14<sup>th</sup> day of December 2021.