

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

May 20, 2014

A regular meeting of the Board of County Commissioners of Gilpin County was held on May 20, 2014, at the Gilpin County Old Courthouse. Chair Watson called the meeting to order at 9:00 a.m. In attendance were Chair Gail Watson; Commissioner Connie McLain; Commissioner Buddy Schmalz; County Manager Roger Baker; County Attorney Brad Benning; and Sharon Cate, Deputy Clerk to the Board.

County Fair Beer Booth Vendor. Events Coordinator Vicki Nemec informed the Board of County Commissioners that she had received two letters of interest to operate the beer booth at the County Fair—the Gilpin County Republicans and the Peak to Peak Rotary Club. Anne Fattor, of the Gilpin County Republicans, and Wally Cleaveland, of the Peak to Peak Rotary Club, spoke about their organizations and answered questions. The booth pays 10% of its profits to the County, which usually is between \$100 and \$200. Commissioner Schmalz moved to allow the Peak to Peak Rotary Club to operate the beer booth at the 2014 Gilpin County Fair. Commissioner Watson seconded the motion, which passed by a vote of 2 to 0, with Commissioner McLain abstaining.

Request to Fill a Position. Public Works Director Curt Logsdon requested the Board of County Commissioners' approval to fill the vacant full-time position of Team Leader—Solid Waste, a budgeted position. Human Resources Director Susie Allen was present to provide information, and Facilities Manager Bill Paulman, who will soon become Director of Public Works, was also present. Both Directors Logsdon and Paulman said the Solid Waste Team Leader is an essential position that interacts frequently with the public and hears their concerns. Commissioner McLain moved to approve the request to fill a position. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Request to Fill a Position. Public Works Director Curt Logsdon requested the Board of County Commissioners' approval to fill the vacant full-time position of Public Works Office Administrator, a budgeted position. Human Resources Director Susie Allen was present to provide information. Director Logsdon explained that the FEMA work following the 2013 floods would continue for the next few years and is performed by the Public Works Office Administrator. Director Paulman said he will need an administrative assistant once the two departments are combined. Commissioner Schmalz moved to approve the request to fill a position. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Request to Fill a Position. Sheriff Bruce Hartman, Undersheriff Jon Bayne and Detentions Captain Tonia Kapke requested the Board of County Commissioners' approval to fill the vacant full-time position of Cook (Jail), a budgeted position. Human Resources Director Susie Allen was present to provide information. Captain Kapke said if the Jail is expected to continue providing approximately 400 senior meals and Meals on Wheels per month, the full-time cook would be necessary. Commissioner Schmalz moved to approve the request to fill the full-time position of Cook (Jail) by promoting the current part-time cook, and to not require Captain Kapke to request approval of the subsequently vacated part-time cook position. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Request to Fill a Position. Sheriff Hartman, Undersheriff Jon Bayne and Detentions Captain Tonia Kapke requested the Board of County Commissioners' approval to fill the vacant full-time position of Victim Advocate, an office under the supervision of the Sheriff's Office. Human Resources Director Susie Allen was present to provide information. Captain Kapke noted that the position is mostly grant-funded and is a budgeted position. Commissioner Schmalz moved to approve the request to fill the full-time Victim Advocate position. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Request to Fill a Position. Detentions Captain Tonia Kapke requested the Board of County Commissioners' approval to fill the temporary full-time position of Deputy Sheriff (Jail), a position that was not included in the 2014 budget. Human Resources Director Susie Allen explained that the current employee will be deployed with the military, but that his retirement benefit of \$1,566 to \$1,827 would continue, and that filling the position temporarily would save paying overtime to other current employees. Commissioner McLain moved to approve the request to fill the temporary full-time position of Deputy Sheriff (Jail). Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Request to Fill a Position. Captain Tonia Kapke requested the Board of County Commissioners' approval to fill a vacant part-time position for Deputy Sheriff (Court Security), saying the position is mostly grant-funded and was included in the 2014 budget. Human Resources Director Susie Allen was present to provide information. Commissioner McLain moved to approve the request to fill a position. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Employee Insurance Renewal. Human Resources Director Susie Allen and Bill Cook, Insurance Broker for Cook and Associates, presented options for the renewal of employee medical, dental, life and accidental death and disability, and long-term disability benefits, for the County's renewal date of August 1, 2014.

Medical. Director Allen stated that last year the County's renewal cost was under national average and should be again this year. Broker Cook said a 17-month renewal would help facilitate consideration of other types of plans in 2016, and would allow time for the Human Resources staff to prepare for major changes in administering new plans for employees. Commissioner McLain moved to accept the 17-month renewal option for medical coverage. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Dental. Broker Cook said the renewal pricing was good, and spoke briefly about the financial incentives to encourage employees to use preferred providers versus premier or out-of-state providers. Commissioner Schmalz moved to approve Alternative #2 for dental coverage. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Life and Accidental Death and Dismemberment. Broker Cook said there was no increase for the Life and AD&D coverage. Commissioner Schmalz moved to approve the renewal of the current plan. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Long-term Disability. Commissioner Schmalz moved to approve the 17-month renewal of the current long-term disability coverage as presented. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Clerk and Recorder's Monthly Report. Clerk and Recorder Colleen Stewart reported on operations in her office for the month of May, 2014, saying the motor vehicle revenues had increased slightly, and that the State had changed its process for issuing the 103 specialized license plates. She said the plates will continue to be ordered at local offices, but because they will no longer be stored locally, the State will now mail them to vehicle owners.

Treasurer's Monthly Report. Chief Deputy Treasurer Mary Lorenz reported on operations in that office for the month of April, 2014, saying that taxes collected in 2014 through the month of April were up 15% over the same period last year.

Contract Amendment—Colorado Department of Public Health and Environment. County Manager Baker presented an Amendment for Task Order #1, which is the Statement of Work portion of the County's Master Contract with the Colorado Department of Public Health and Environment (CDPHE) for public health services. He informed the Board of County Commissioners that the only notable change—and the purpose of the Amendment—was that the amount to be paid to the County would be increased by \$25,015 for a total of \$69,673 for the upcoming renewal period through June 30, 2015.

Commissioner McLain moved to accept the Amendment for Task Order #1 between Gilpin County and the Colorado Department of Public Health and Environment for the period through June 30, 2015. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Clear Creek Economic Development Corporation Report. Peggy Stokstad, President of the Clear Creek Economic Development Corporation, presented Contract #8 for continuance of the Community Block Development Grant Revolving Loan Fund. Starting out as federal funds from Housing and Urban Development (HUD) going to the State of Colorado through the Office Economic Development and International Trade and the Department of Local Affairs, the loan funds provide assistance to small- and medium-sized businesses within Gilpin and Clear Creek counties. President Stokstad noted that although this is the smallest funding region in Colorado, the loans it has provided are in line with the state average. She added that from the \$6.96 million loaned over past seven years, 456 jobs have been created, with 90% of them going low- to moderate-income businesses, and that 10% to 15% of the loans have been awarded to Gilpin County businesses

Commissioner McLain moved to approve Gilpin County's participation in an application for the Community Block Development Grant Revolving Loan Fund Program, pending county attorney review. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Prioritizing DOLA Gaming Impact Grant Applications. County Manager Baker stated that he had tallied each Commissioner's tentative prioritization of seven applications for Gaming Impact Grant funds through the Colorado Department of Local Affairs, and that the Board would need to make a final ranking. After discussion, Commissioner Schmalz moved to rank the applications as follows:

1. Gilpin County Sheriff's Office Detentions
2. Mountain Family Health Centers
3. Eagles' Nest Early Learning Center
4. Gilpin Ambulance Authority
5. Jefferson Center for Mental Health
6. Gilpin Victim Services
7. First Judicial District

Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Funding Request—Gilpin Art Studio Tour. On behalf of the Gilpin Art Studio Tour, Virginal Unseld requested \$200 in funding from Gilpin County to help meet its largest expense, flyers and signage to advertise the third annual Tour. Commissioner Watson stated that although she had been involved with the Studio Tour in its first two years, she would not participate this year, but does support the arts in Gilpin County. Commissioner Schmalz moved to approve the Gilpin Art Studio Tour's request for \$200. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Funding Request—Timberline Fire Protection District Cadet Program. Shyann Hartman, Chris Schimanskey, Jerry Johnson and Jim Crawford of Timberline Fire Protection District, requested \$500 in funding from Gilpin County for their Cadet Program. Cadet Hartman spoke about the Program for young people age 15 to 21, saying it provides opportunities to learn about community service and to earn school credits while attending District trainings and other activities. Cadets respond to emergency calls and hopefully some of them will choose to become firefighters. She also mentioned the first annual Safety Fair scheduled for June 21, and that the Cadets planned to offer address signs to seniors to help emergency responders find their property during a call for assistance; the requested funding would help pay for those signs, which the Cadets would install. Commissioner McLain moved to approve the Timberline Cadets' request for \$500 for seniors address signs. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Building Lease—Rollinsville Shop to Timberline Fire Protection District. Public Works Director Curt Logsdon, Facilities Manager Bill Paulman and Jim Crawford, Chair of the Timberline Fire Protection District Board of Directors, were present to discuss a possible lease of Gilpin County's Public Works shop in Rollinsville to Timberline. Commissioner Watson said the proposed yearly lease had been reviewed, revised and agreed upon by both parties' attorneys. Discussion followed regarding the need for a fire station at this location.

Commissioner Schmalz moved to approve the Building Lease for the Gilpin County Rollinsville Shop between the Timberline Fire Protection District and Gilpin County. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

County Manager Status Report. County Manager Baker updated the Commissioners on the following items:

Monthly Departmental Reports. The monthly departmental reports that had been submitted were discussed, as was the 2014 Summer Camp flyer from the Parks and Recreation Department.

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:

- Five-county monthly breakfast meeting, May 21, 8:00 a.m. in Idaho Springs.
- Coffee with Commissioners, May 22, 6:30 p.m. at the Community Center
- Colorado Counties, Inc., Summer Conference, June 2—4 in Keystone. Commissioners Schmalz and McLain will attend.

Meeting Minutes. Commissioner Schmalz moved to approve the Board of County Commissioners Meeting Minutes for May 6, 2014. Commissioner McLain seconded the motion, which passed by a vote of 3 to 0.

Public / Press Comment. Stacy McBrayer spoke in her capacity as a reporter for the *Weekly Register-Call* and asked if the joining of the Public Works and Facilities departments was an administrative decision. The Board of County Commissioners said it was administrative, although the Board had previously considered it; County Manager Baker added that additional restructuring of county departments could be done this year.

Adjournment to Executive Session. Commissioner Schmalz moved to adjourn into Executive Session in accordance with

- C.R.S. 24-6-402(4)(b), conference with the County attorneys for the purposes of receiving legal advice on water matters and litigation;
- C.R.S. 24-6-402(4)(e), developing strategy for negotiations, instructing negotiators, and determining positions relative to matters that may be subject to negotiations;
- and C.R.S. 24-6-402(4)(a), C.R.S.), the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest. Commissioner McLain 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 11:25 a.m.

Signed this 10th day of June, 2014