

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

May 5, 2015

A regular meeting of the Board of County Commissioners of Gilpin County was held on May 5, 2015, at the Gilpin County Old Courthouse. Chair Schmalz called the meeting to order at 9:00 a.m. In attendance were Chair Buddy Schmalz; Commissioner Gail Watson; Commissioner Linda Isenhardt; County Manager Roger Baker; County Attorney Jim Petrock; and Deputy Clerk to the Board Sharon Cate.

**American Job Center/Workforce Development.** Jill Howard, Coordinator of the Career Center and Business Services for the American Job Center, gave a presentation on that organization's employee training and recruitment services for employers. Funded by the US Department of Labor and the Workforce Investment Act, the services are free of charge to employers in Jefferson, Gilpin and Clear Creek counties. Coordinator Howard mentioned the Workforce Center satellite in the Gilpin County Human Services office, open to residents two days per week to search for jobs, and the recent roundtable for local retail and restaurant businesses. Her presentation included employment statistics for Colorado and Gilpin County. In brief discussion with the Board, Coordinator Howard said she would explore ways to provide career counseling within the local corrections system.

**Public Works Department Pay Increase Proposal.** Public Works & Facilities Director Bill Paulman advised the Board of the critical staffing shortage in his combined department and the resulting decrease in road maintenance services. He referred to budgetary savings that had been realized since merging Public Works and Facilities and suggested that the savings be used to move the entire department 5% into the pay range (excluding the director) in an effort to attract and retain qualified employees. After lengthy discussion, the Board assured Director Paulman his department was one at the forefront of their upcoming review of compensation and benefits.

**Resolution #15-04—Regarding Licensing and Permitting of Ambulance Services Based Outside Gilpin County and Transporting Patients Originating in Gilpin County.** County Manager Baker stated that the resolution had been proposed by the Gilpin Ambulance Authority, the only licensed ambulance service provider within Gilpin County, to insure coordination when other ambulance service providers are called in to the County. In response to questions from Commissioner Isenhardt, County Manager Baker stated that the 911 services protocol would not change; the proposed resolution addresses only non-emergency calls. Commissioner Watson moved to adopt Resolution #15-04, "Regarding Licensing and Permitting of Ambulance Services Based Outside Gilpin County and Transporting Patients Originating in Gilpin County." Commissioner Isenhardt seconded the motion, which passed by a vote of 3 to 0.

**Agreement for Additional Surveying Services.** County Manager Baker presented an Agreement for Additional Surveying Services to facilitate several of the County's upcoming projects. Gilpin County Surveyor Corey Diekman was present and said his work with Clear Creek County on the common boundary continues; County Manager Baker and County Attorney Jim Petrock said Surveyor Diekman's expertise would be necessary for plans at the Community Center and in litigation concerning property boundaries. Commissioner Isenhardt moved to approve the Agreement for Additional Surveying Services with County Surveyor Corey Diekman. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Resolution #15-03—Referring a Ballot Question Exempting the Gilpin County Surveyor from Term Limits Imposed by Article XVIII Section 11 of the Colorado Constitution to the Qualified Electors of the County of Gilpin at the November 3, 2015, Odd Year Election.** County Manager Baker explained that in a long-ago election, term limits had been removed from all county elected offices except Commissioners, but by oversight the office of county surveyor had been left out. There was no one in that office at that time and the omission had never been corrected; today's proposed resolution would place a question on the ballot to exempt the office of county surveyor from term limits. County Manager Baker also noted that current legislation would raise the annual salary for this position from \$3,300 to \$4,300.

Commissioner Watson moved to adopt Resolution #15-03, "Referring a Ballot Question Exempting the Gilpin County Surveyor from Term Limits Imposed by Article XVIII Section 11 of the Colorado Constitution to the Qualified Electors of the County of Gilpin at the November 3, 2015, Odd Year Election." Commissioner Isenhardt seconded the motion, which passed by a vote of 3 to 0.

**County Commissioner Term Limit Change.** Commissioner Schmalz asked his fellow Commissioners and all those present to consider changing term limits for commissioners from two to three terms, noting that most other counties do not have these limits. He added that he is in his second term, but that even if the term limits were changed to three terms, he was not sure he would seek re-election. Commissioner Isenhardt said she thought the change to three terms could be beneficial and that voters needed a choice. Commissioner Watson said she was not sure incumbency had that many advantages and that perhaps some party diversity on the Board would provide varied representation. Commissioner Schmalz said he thought the voters should decide about the possible change to three terms. The question will likely be included at a future Coffee with the Commissioners discussion forum. (Those informal discussions are held monthly on the fourth Thursday, 6:30 p.m. at the Community Center.)

**Request to Fill a Position.** Human Services Director Betty Donovan requested the Board of County Commissioners' approval to fill a vacant full-time position for Senior Services Aide. Human Resources Director Susie Allen was present to provide information. Director Donovan outlined her plan to reallocate work hours within her department to accommodate this position. Commissioner Isenhart moved to approve the request to fill the Senior Services Aide position. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Resolution #15-05—Creating the Gilpin County Office of Emergency Management.** Sgt. Steven Watson, Communications Director and Emergency Preparedness Coordinator, presented a resolution that would establish the Gilpin County Office of Emergency Management, in accordance with state mandate. Commissioner Watson moved to adopt Resolution #15-05, "Creating the Gilpin County Office of Emergency Management." Commissioner Isenhart seconded the motion, which passed by a vote of 3 to 0.

**Resolution #15-07—Appointing Emergency Management Director.** County Manager Baker stated that as Gilpin County's Communications Director and Emergency Preparedness Supervisor, Sgt. Steven Watson would be Gilpin County's logical choice for the position of Emergency Management Director. Commissioner Watson moved to adopt Resolution #15-07, "Appointing Emergency Management Director." Commissioner Isenhart seconded the motion, which passed by a vote of 3 to 0.

**Recess.** The Board of County Commissioners recessed from 10:00 a.m. to 10:10 a.m.

**Resolution #15-06—May as Mental Health Month Proclamation.** Commissioner Isenhart said she had attended a retreat with other representatives for the Jefferson Center for Mental Health (JCMH) and had worked with some very knowledgeable people in the field of mental health. She gained information regarding additional services that Gilpin County could utilize without cost including counseling. Commissioner Isenhart moved to adopt Resolution #15-06, "A Proclamation—May as Mental Health Month." Commissioner Watson 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 March 2015 saying that the Boulder Valley School District would have ballot questions for the upcoming election, mostly to do with school board vacancies. The election will allow the Clerk and Recorder's Office to learn a new pilot program creating a ballot with software.

**Public Trustee's First Quarter Report 2015.** County Treasurer and Public Trustee Alynn Huffman reported on the First Quarter 2015 operations in her office saying the County was down on the number of releases, and only two foreclosures had been filed in 2015. She went on to explain that the Public Trustee's Office is not included in the County budget except necessary office supplies; the Office operates on fees for releases and other small fees, but the amount is fairly low. Public Trustee Huffman said the current low balance would likely require her to not take a salary in order to cover other operating costs. Commissioner Watson moved to accept the Public Trustee's First Quarter Report 2015. Commissioner Isenhart 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.

Project Status Report. County Manager Baker updated the Board on numerous ongoing projects and the prospects of new developments.

Justice Center Campus Alternative Power. Responding to one of the Board's stated goals, Public Works and Facilities Director Paulman had prepared a draft Request for Proposals (RFP), which he said could be used to receive bids on design and construction of a system to use alternative energy technologies to economically heat the existing and proposed County buildings at the Justice Center complex. The Board instructed Director Paulman to continue the process and report back to them.

Update on Application for New Liquor License—Stage Stop Market and Café. On April 21, 2015, the Board, sitting as the Local Liquor Licensing Authority, heard an application for a new retail liquor store license filed by the Stage Stop Market and Café, at 41A Main Street, Rollinsville. Today Community Development Director Tony Petersen reported to the Authority that the property had numerous building violations that should be addressed prior to approval of the liquor license application. He explained that electrical improvements had been made without building permits; also the use of the building has changed without notification to the County.

**US Forest Service/Gilpin County Patrol Agreement 2015.** Sheriff Hartman presented an agreement between the US Forest Service (USFS) and Gilpin County through which the Gilpin County Sheriff's Office would patrol certain USFS-owned roads and campgrounds during 2015 for payment by the USFS. The County has been party to the Agreement for approximately 30 years. Commissioner Isenhart moved to approve the USFS / Gilpin County Patrol Agreement for 2015. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Legal Status Report.** County Attorney Jim Petrock advised the Commissioners on the following legal issue:

Phillip Wolf Attorney Fees. Gilpin County was awarded fees in its litigation against Phillip Wolf and recently began receiving small checks from the Court toward Mr. Wolf's total judgment of approximately \$5,000.

**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:

- Meeting with the Director of CASA for Jefferson County and Gilpin County, May 7
- Annual jail tour annual and lunch meeting with judges from the Gilpin County Combined Courts, May 7
- Planning Commission, Old Courthouse, May 12
- Senior housing coalition, Gilpin County School, May 13
- Representative KC Becker, May 19, Community Center

**Meeting Minutes.** Commissioner Watson moved to approve the Board of County Commissioners Meeting Minutes for April 21, 2015. Commissioner Isenhart seconded the motion, which passed by a vote of 3 to 0.

**Adjournment** .There being no further business to come before the Board, they adjourned at 10:45 a.m.

Signed this 19<sup>th</sup> day of May, 2015