

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

November 15, 2016

A regular meeting of the Board of County Commissioners of Gilpin County was held on November 15, 2016, at the Gilpin County Old Courthouse. Chair Isenhart called the meeting to order at 9:00 a.m. In attendance were Chair Linda Isenhart; Commissioner Buddy Schmalz; Commissioner Gail Watson; County Manager Roger Baker; County Attorney Jim Petrock; and Deputy Clerk to the Board Sharon Cate.

The Board of County Commissioners recessed and convened as the Board of Adjustment.

**Public Hearing, Continued—BOA #16-05—Variance Request.** Chair Isenhart opened a public hearing continued from November 1, 2016, BOA #16-05, for Ben Crabb, 138 Elk Place. Community Development Director Tony Petersen recapped the applicant's request for relief from property line setback requirements to allow for a 1,200-square-foot detached garage, which would encroach into the west and south property lines' required 30-foot setback by 15 feet. Applicant Ben Crabb was present today and stated he has spoken with adjacent neighbors Jim and Judy Peltier about his revised plan to build a garage for a 32-foot recreational vehicle and possibly other smaller vehicles. The Peltiers were also present and said they had no objections to Mr. Crabb's plan.

Discussion among the Board of Adjustment followed regarding the grade of the lot, placement of the garage and the fact that the proposed structure would not be tall enough to allow an ancillary unit.

Commissioner Watson moved to approve BOA #16-05 for Ben Crabb, 138 Elk Place. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0. Chair Isenhart closed the public hearing.

The Board of Adjustment adjourned and reconvened as the Board of County Commissioners.

**Teryx, Inc.—IT Services Contract.** Teryx, Inc., President Tobias Tonelli, and Treasurer Jessica Kays were present to discuss the information technology (IT) services their company currently provides to Gilpin County, and proposed the renewal of their annual contract. President Tonelli noted that Teryx, Inc., is now more involved with the Library, as the contract encompasses all County-owned facilities. He cited other Teryx, Inc., services as support of the Emergency Operations Center grant, as provided in a special contract; installing a second server to accommodate the County's law enforcement services in Central City; working with the Central City IT department to create a secure tunnel between the two services; and other services as requested throughout the past year. President Tonelli concluded by saying that there were no changes to the 2017 IT Services contract. County Attorney Jim Petrock suggested a change in the contract to refer to the correct court in the event of a dispute. Commissioner Schmalz moved to approve the County's IT Services Contract with Teryx, Inc., as amended by County Attorney Petrock's suggestion. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**CDOT Funds Award—FTA 5304 Joint Transportation Planning Grant.** Commissioner Watson stated that Gilpin and Clear Creek counties had applied for a Colorado Department of Transportation joint transportation planning grant and that Gilpin County had approved a \$500 expenditure for grant writing expenses, but that now action was required for the grant match amount. Commissioner Watson moved to approve an expenditure of \$3,500 for Gilpin County's portion of the grant match for a joint transportation planning grant with Clear Creek County. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0. Gilpin County will provide its portion of the match amount to Clear Creek County, as that entity will serve as the grant contact.

**Treasurer's Monthly Report.** Treasurer Alynn Huffman reported on operations in her office for the month of October 2016, and noted that the 2016 tax lien sale would be held tomorrow, November 16, with 101 properties going to sale. She also stated that there were numerous lots in the Lincoln Hills area that would be sold in three sets of consolidated blocks to individual bidders.

**Resolution #16-15—Adopting an Update Equal Employment Opportunity Plan and Designating an EEOP Coordinator.** Human Resources Manager Susie Allen proposed the adoption of Resolution #16-15, "Adopting an Updated Equal Employment Opportunity Plan and Designating an EEOP Coordinator." In accordance with the federal Safe Streets Act, the 2016 Equal Employment Opportunity Plan (EEOP) would be effective for a two-year period; an update to the designation of Gilpin County's EEOP Coordinator is in order due to the change in Ms. Allen's title. She explained that agencies employing more than 50 people and receiving \$25,000 or more, but less than \$500,000, in Justice Department funding are required to prepare and keep on file an EEOP Utilization Report. The Gilpin County Sheriff's Office, with 58 employees, is such an agency, receiving funds for Victim Advocate services, and for the Bulletproof Vest Partnership. Manager Allen noted that only a few minor changes had been made to Gilpin County's previous Utilization Report, which is compiled using data entered by Sheriff's Office employees and then calculated in percentages by specific software.

Commissioner Watson moved to appoint Human Resources Manager Susie Allen as Gilpin County's EEOP Coordinator. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Commissioner Schmalz moved to approve Resolution #16-15, "Adopting an Updated Equal Employment Opportunity Plan and Designating an EEO Coordinator," as presented. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Employee Health Insurance Renewal.** Human Resources Manager Susie Allen and Broker Bill Cook, of Cook and Associates, presented information and options for the annual renewal of employee health insurance, noting that the total number of claims was lower this year, but there were a high number of catastrophic claims.

Employee Assistance Program. Insurance Broker Cook presented an employee assistance program (EAP) benefit with Anthem (the County's current medical health insurer) that would provide a 50% cost savings, while providing one additional counseling session—six over five—per year. If further assistance is needed past the sixth visit, it can transition into an employee's medical coverage, working with the same counselor throughout. Manager Allen cited many instances in which the EAP benefit is useful. She said Anthem had offered a 12-month, three-year guarantee on the price of \$3,500 per year. Commissioner Watson moved to approve the Anthem EAP benefit. Commissioner Schmalz seconded the motion, which passed by a vote of 3 to 0.

Medical Coverage. Broker Cook stated that in 2015, Gilpin County shifted to a partially self-funded insurance plan, essentially making the County the insurer, while contracting with Anthem for a specific stop loss amount per individual. The base plan carries a stop loss of \$75,000, and savings could be realized by moving to a stop loss of \$85,000. He gave detailed statistics on how the self-funded plan had performed and recommended renewal of that portion. Commissioner Schmalz moved to approve the current plan with the \$85,000 stop loss amount. Commissioner Watson seconded the motion, which passed by a vote of 3 to 0.

**Enterprise Zone.** Central City Community Development Director Ray Rears referred to his recent proposal to Gilpin County to request inclusion in the Colorado Enterprise Zone Program, and said he had received a letter of support from the City of Black Hawk; he had made the same proposal to Clear Creek County, but had not received their response yet. Director Rears said he would attend a meeting of Northwest Council of Governments tomorrow in the hope that they would include Gilpin County in the Enterprise Program. Commissioner Watson moved to approve Gilpin County's letter requesting inclusion in the Program. Commissioner Schmalz 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. County Manager Baker said he had encouraged the department directors and elected officials to submit their reports in a timelier manner and he believed they have. He referred to the Human Resources report, which indicated an increase in the number of full-time employees, carrying implications of increases to insurance coverage and payroll.

Old Courthouse Asbestos Survey. Commissioner Watson stated that she believed the Board and staff should discuss the work that has been done to mitigate some asbestos found in the Old Courthouse, as noted in a 1999 Plan, and employees' working conditions. She also asked if an historic pattern was required for a new runner carpet on the building's front stairway, and expressed concern about the carpet in the offices and some hallways, calling for a better emphasis on the appearance and safety of the Old Courthouse. County Manager Baker said the potential carpet expenditure could be discussed in an upcoming budget work session.

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

Nycon Tower Lease Agreement. County Attorney Petrock has submitted a revised Lease Agreement to the owners of some land on Dakota Mountain where the access road to the County's radio communications repeater is located; the amount of monthly rent has been decreased significantly, but no other adjustments have been made. Nycon will review the revised Lease Agreement and will work with County Attorney Petrock on a final document.

**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:

- Budget work sessions today, after the regular meeting, at the Apex facility
- Conference call with Neo Connect regarding a broadband study, November 16
- Budget work session, November 21, at the Apex facility
- CCI Winter Conference, Nov 28—30. Commissioner-elect Ronald Engels will join Commissioner Watson and Commissioner Isenhardt.
- Coffee with the Commissioners, December 1, 6:30p, at the Community Center. Neo Connect will discuss a broadband study; John Bottomley will represent Clear Creek County.

**Employee Plaque for Retiring Employees.** The Board discussed ideas and prices for gifts for retiring employees and those leaving County employment after 10 or more years of service. County Attorney Petrock will look into the parameters for such gifts and will advise the Board at a future meeting.

**Meeting Minutes.** Commissioner Watson moved to approve the Board of County Commissioners Meeting Minutes for November 1, 2016. Commissioner Schmalz 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 11:00 a.m.

Signed this 06<sup>th</sup> day of December, 2016.