



Minutes of the Meeting of the Board of County Commissioners Gilpin County, Colorado, Tuesday, December 10, 2024

A regular meeting was held on Tuesday, December 10, 2024, at the Gilpin County Courthouse, 203 Eureka, and online via Zoom. In attendance were, Commissioner Susan Berumen, Chair, Commissioner Sandy Hollingsworth, and Commissioner Marie A. Mornis, County Manager Ray Rears, County Attorney Jack Reutzel, and Deputy Clerk to the Board, Kimberly Kaufman. Chair Berumen called the meeting to order at 9:00 a.m.

There was one change to the agenda. Item number 13, Resolution 24-159, Authoring the Execution of the Agreement for Professional Consulting Services with JR Engineering was removed from agenda.

County Attorney Reutzel asked the Commissioners if they had any conflicts of interest. Commissioner s Berumen and Mornis had none, Commissioner Hollingsworth raised a concern regarding a potential conflict; it was determined by Attorney Reutzel that her concern was not a conflict of interest.

Public and press comments were called. There were none.

CONSENT AGENDA

Commissioner Hollingsworth moved to accept the consent agenda which included the Clerk and Recorder November, 2024 EOM Report; the County Noxious Weed Advisory Board Member Appointment; Resolution 24-175, Approval of the Gilpin County Meeting Calendar for 2025; Resolution 24-174, Amending the Master Policy and Procedure Manual, P-3, Board of County Commissioners Agenda Policy; and the October 8, 2024, and October 22, 2024, Board of County Commissioners Regular Meeting Minutes. Commissioner Mornis seconded; the consent agenda was adopted 3 to 0.

Chanda Johnson, Human Resources Director, presented two teams for new hire introductions. John Combs, Public Works Director, introduced new employee, Jacob Tregay, as the newest Equipment Operator at Solid Waste, and Andrew Decker, a long-term employee who was recently promoted to Gilpin's Right of Way Specialist. Parks and Recreation Supervisor Joline Logan, then introduced Sam Morehead, the new Guest Services Representative.

Next, Jamie Boyle, Grants Manager and Dr. Florine (Flo) Raitano, Denver Regional Council of Governments (DRCOG) presented the Letter of Support for DRCOG's Designation as an Economic Development District. Gilpin County was the first of the nine districts to provide a



show of support for the project. Commissioner Mornis made a motion to adopt the Letter of Support for DRCOG's efforts; Commissioner Hollingsworth seconded; the motion passed 3 to 0.

Resolution 24-163, A Resolution Supporting the Formation of a Regional Resilience Team to Support, Advise, and Lead Economic Development Initiatives in Clear Creek and Gilpin Counties – Lindsey Valdez, President and CEO, Clear Creek Economic Development Corporation (CCEDC) presented on behalf of the CCEDC in seeking to provide programming and services and asking municipalities and counties to support the work that they are doing in forming rural resilience teams. This team will support, advise, and lead economic development initiatives in Clear Creek and Gilpin Counties. Membership is now open to Gilpin and Clear Creek residents and small businesses. Commissioner Hollingsworth moved to adopt the resolution with the amendment of adding the standard Gilpin County header; Commissioner Mornis seconded, the resolution was adopted on a vote of 3 to 0.

At 9:32 a.m., Chair Berumen opened the Public Hearing on **Resolution 24-168, Submitting Expenditures for Each Fund, and Adopting a Budget for Gilpin County, Colorado, for the Calendar Year Beginning on the First day of January, 2025, and Ending on the Last day of December 2025.** Joe Allaire, Finance Director and Lyndsey Denton, Financial Analyst presented the resolution with the relevant individual departmental financial numbers and totals. The hearing was open to public comments; there being no comments, public comments were closed. Each of the three Commissioners offered comments regarding the budget. Of note, Gilpin is one of three counties in the State that has no debt. Commissioner Mornis moved to adopt the resolution. Commissioner Hollingsworth seconded; the resolution passed on a vote of 2 to 1.

Chair Berumen closed the Public Hearing at 9:51 a.m.

Resolution 24-171, A Resolution Levying General Property Taxes for the Year 2024, to Help Defray the Cost of Government for Gilpin County, Colorado for the 2025 Budget Year – Joe Allaire, Finance Director presented the resolution providing the levy of tax, by department, of mills upon each dollar of total valuation of assessment of taxable property within the county for the 2024 year; total 9.75 mills. Discussion followed. Commissioner Hollingsworth moved to adopt the resolution as presented; Commissioner Mornis seconded; the resolution was adopted 3 to 0.

At 10:03 a.m., Chair Berumen opened the noticed Public Hearing for **Resolution 24-158, Approving Supplemental Appropriations to the 2024 Budget** – Joe Allaire, Finance Director Joe Allaire explained what supplemental appropriations are and why we need them to avoid violating State law by going over budget. Public Comment was opened; there was no one



present or online to offer comment; public comment was closed. After further discussion, Commissioner Mornis moved to adopt the resolution; Commissioner Hollingsworth seconded, the resolution was adopted 3 to 0. The Public Hearing was closed at 10:08 a.m.

Resolution 24-162, Approving Accruals Reset for 12/31 – Joe Allaire, Finance Director, presented a resolution changing the expiration date Gilpin County employees have to use or lose their time off accruals from the last pay period in December to December 31. This change allows employees to use their earned time off for the holidays. Commissioner Hollingsworth moved to adopt the resolution; Commissioner Mornis seconded; the resolution was adopted 3 to 0.

Resolution 24-169, Authorizing Recreation Center Access to All Paid Employees as a Benefit of Employment, Chanda Johnson, Human Resources Director requested approval of the resolution to add, as an employment benefit to employees, the use of the Gilpin Recreation Center at no cost to the employee. The benefit would be for employees only and would not include friends and family members. Since the Community Center is a public service already offered by the County, the benefit would be non-taxable to the employee. Classes and activities would continue to have a fee. Commissioner Mornis moved to adopt the resolution, Commissioner Hollingsworth seconded, the resolution was approved 3 to 0.

Resolution 24-170, One-time Vacation Pay-out for Emergency Communications, Chanda Johnson, Human Resources Director explained the Sheriff's Department 911 dispatch team has been at critically low staffing levels for an extended period of time, and as a result, those employees have accrued vacation hours over the 208-hour maximum accrual figure. The request was for a one-time lump sum payout for the impacted staff for the hours over the allowable threshold. Commissioner Hollingsworth moved to adopt the resolution; Commissioner Mornis seconded; the resolution passed 3 to 0.

Resolution 24-164, Approval of the Health Care Policy and Finance County Incentive Amended Contract – Janey Barker, Human Services Director, presented the resolution to amend the Medicaid contract regarding incentives the County can earn based on performance with timeliness and customer service satisfaction ratings. For the 2023-24 fiscal year, a total of \$8790 in incentives was earned by the Medicaid team. The funds are kept in reserve for budgetary overages and for conference attendance. Commissioner Mornis moved to adopt the resolution, Commissioner Hollingsworth seconded, the resolution was adopted 3 to 0.

Resolution 24-165, Approval of the Sub-Contractor Service Agreement Renewal Between Gilpin County and Volunteers of America (VOA) – Janey Barker, Human Services Director, and Mary Ellen Makosky, Gilpin Senior Services Coordinator, presented the sub-contractor renewal



agreement between Gilpin County and the VOA to provide Meals on Wheels and transportation services in Gilpin County. The contract restarted in July, but they are just now able to bring it for Board consideration due to VOA staffing changes. The hope is to add Monday lunches and increase field trips and programming this year. Commissioner Hollingsworth moved to adopt the resolution with the change of language from Senior Citizens to Seniors 60 years of age plus; Commissioner Mornis seconded; the resolution was adopted 3 to 0.

Resolution 24-166, Approval of Changes to the Senior Program Job Descriptions –Janey Barker, Human Services Director - the resolution was requesting a change in the job description of the Supervisor and the Transportation Driver I and II employee positions in the Senior Program to add soft skills. Commissioner Mornis moved to adopt the resolution; Commissioner Hollingsworth seconded; the resolution passed on a vote of 3 to 0.

Director Barker provided a thank you card to the Commissioners for their signature to give to the Ameristar Casino as a show of gratitude for hosting the Christmas Senior luncheon.

Resolution 24-173, Authorizing the Submittal of a Grant Application to the Colorado Department of Homeland Security and Emergency Management (DHSEM) for the Emergency Management Performance Grant (EMPG) Local Emergency Management Support (LEMS) 2025 Program, and a Commitment to Accept Funds if Awarded by the Same – Kevin Armstrong, Sheriff and Greg Demo, Undersheriff presented for consideration the resolution for the EMPG grant application. The grant requires a 50 % grant match upon award of the grant monies. The grant helps to fund the Director position of Gilpin Office of Emergency Management. Interviews are currently underway to fill the currently vacant position. Commissioner Hollingsworth moved to adopt the resolution in support of the grant application; Commissioner Mornis seconded; the resolution was adopted 3 to 0.

Commissioner Mornis made a motion to recess as the Board of County Commissioners and **convene as the Local Liquor Licensing Authority (LLA)**; Commissioner Hollinsworth seconded; the motion was approved 3 to 0. The Board was convened as such.

Sharon Cate, Deputy Clerk, noted the two applications to be heard by the LLA were related to the same establishment. The first application presented was the Retail Liquor License Application Correction for Toss Pizza, 63 Main Street, Rollinsville, Colorado, 80474. A correction of the liquor license application previously submitted to the State was required as it was incorrect form for the type of license required for the premises. All requirements including the payment of fees under the correct application had been met. Commissioner Mornis moved to approve the corrected application; Commissioner Hollingsworth seconded; the motion was approved 3 to 0.



Deputy Clerk Cate then presented the Liquor License Premises Modification Application for Toss Pizza, 63 Main Street, Rollinsville, Colorado 80474. The owner of Toss Pizza owns a vacant lot surrounded by a chain link fence next door to the Toss Pizza business location. His application seeks to extend the liquor license to include that area, so beer could be served and consumed outdoors. Commissioner Hollingsworth moved that approval be given to the application for modification of the liquor licensed area as requested. Commissioner Mornis seconded; the premises modification application was adopted 3 to 0.

Commissioner Hollingsworth moved they adjourn as the Local Liquor Licensing Authority and reconvene as the Board of County Commissioners; Commissioner Mornis seconded. The motion passed 3 to 0.

Resolution 24-160, Authorizing the Execution of the Agreement for Building Plan Review and Inspection Services with Charles Abbott Associates, Inc. Rob Gutierrez, Community Development Director and Kyle Parag, Charles Abbott Associates, presented the contract renewal for Charles Abbott Associate to provide services for another year. Responsiveness and timeliness concerns have been successfully addressed since a community meeting was held earlier in the year. Commissioner Monis moved to adopt the resolution renewing the Charles Abbott contract; Commissioner Hollingsworth seconded, the resolution was adopted 3 to 0.

Resolution 24-161, Authorizing the Execution of the Letter of Engagement with Sullivan Green Seavy Jarvis, LLC Relative to 1041 Applications – Rob Gutierrez, Community Development Director reported that there has been some interest expressed by a party in obtaining a 1041 permit for the special use of mining reclamation activity in the designated wildlife habitat area. The regulations allow the hiring of experts to assist with the processing of the applications and recoup the fees for that assistance as part of the permit fee. The firm of Fairfield and Wood, acting as the Attorney for the County, indicated it would be more efficient, and therefore less costly, to hire a law firm specializing in 1041 applications. The law firm of Sullivan Green Seavy Jarvis (SGSJ) having previously prepared the 1041 regulations for Gilpin County would be the logical choice for completing the necessary work on these permits. The request was seeking approval to enter into a letter of engagement with SGSJ on an “as needed” basis when such applications were received. A consultant reimbursement agreement would be used so the applicant would be paying for the cost of services. Commissioner Hollingsworth moved to adopt the resolution; Commissioner Mornis seconded; the resolution was adopted 3 to 0.

County Attorney’s Report – Jack Reutzel gave a general report regarding the work completed by Fairfield and Woods over the last couple of weeks. He also noted he assisted with the Health Department hearing yesterday.



County Manager's Report -- Ray Rears presented his written report with the following highlights: December 17, 2024 is last meeting of the year. The next work session is January 21, 2025, at 9:00 a.m. with two topics - the employee handbook updates and a proposed work session schedule for the 2025. He mentioned he had been elected Secretary for the Board of Directors for the Clear Creek County Economic Development which now has opened membership to all residents and small businesses in Gilpin County. He also thanked the Finance Department and the Senior Leadership Team for their hard work throughout the year. He mentioned the work session scheduled for later that afternoon with the Jefferson County Commissioners and their District Attorney to discuss an adjustment in compensation for the D.A. He also provided the new hours for the Community Center.

An invitation for Public Comment was called. Andre Mallinger spoke regarding the Gilpin Senior Services Program and the food service offerings.

Board of County Commissioners Reports and Notice of Public Meetings

Commissioner Hollingsworth attended the following meetings: Jefferson Center Mental Health Board Retreat and their Board meeting, the NoCo Places Executive Committee where she was elected Co-Chair, the Gateway to the Rockies Opioid Council Executive Committee, the Lincoln Hills Community Meeting, the Clear Creek Watershed and Forest Health meeting, the Governor's Budget Briefing, the Colorado Counties, Incorporated (CCI) Conference, and the CTSI Business meeting related to worker's Compensation coverage, and the Board of Health training.

Commissioner Mornis attended the weekly Senior Lunch and presented a personal donation of \$5000.00 to them in support of the program. She also attended the CCI conference in Denver, and the Christmas Luncheon for Seniors at the Ameristar.

Commissioner Berumen attended a Moffit Tunnel Lease Meeting, the CCI conference, a CCI meeting on the state budget shortfall, a Triad Bright Futures Mountain Group meeting, various housing committee meetings, a Counties & Commissioners Acting Together (CCAT) all member meeting on legislative priorities, a meeting on proposed legislative funding for septic systems, and the CU of Denver Elected Officials Conference.

Notice of Meetings:

December 17, 2024 Board of County Commissioners Regular Meeting 9:00 a.m.

Gilpin County offices will be closed December 24 and 25, 2024 and January 1, 2025

Commissioner Berumen adjourned the meeting at 11:44 p.m.



Approved this 11th day of February, 2025.

A signed and recorded version of these minutes is available via the Clerk & Recorder's Office.