

**TOWN OF MOFFAT  
TOWN HALL  
BOARD OF TRUSTEES  
401 LINCOLN AVE.  
MOFFAT, COLORADO**



**TOWN OF MOFFAT | EST. 1911**

**BOARD OF TRUSTEES REGULAR MEETING**

**JANUARY 14<sup>th</sup>, 2025 – 6:00pm**

**1. CALL TO ORDER**

Mayor Studinski calls the meeting to order at 6:00pm

**2. ROLL CALL**

Mayor Studinski announces there is a quorum

Trustee 1 - Myers  
Trustee 2 – Pietras  
Trustee 3 - Kelbert  
Trustee 4 - Jung  
Trustee 6 - Catts

Staff  
Mr. Horsley  
Mr. Litrenta

**3. APPROVAL OF AGENDA**

a. Approval of Agenda

Ms. Kelbert makes a motion to approve the agenda. Ms. Jung seconds. Motion passes 5-0.

b. Approval of Minutes

Mr. Catts makes a motion to approve the minutes. Ms. Kelbert seconds. Motion passes 5-0.

c. Approval of the Payment of Bills

Mr. Studinski reads the bills publicly. The board discusses as needed. Mr. Catts makes a motion to pay the bills. Ms. Pietras seconds. Motion passes 5-0.

**4. PUBLIC COMMENT**

Public comment provides a time for community members to present their views to the Board of Trustees. If you wish to speak, raise your hand and wait to be acknowledged. Everyone is asked to express their viewpoints within a three-minute time allotment to allow all voices to be heard. The

Town of Moffat is inviting you to a scheduled Zoom meeting.

Topic: Town of Moffat's Special Meeting  
Time: This is a recurring meeting Meet anytime

Join Zoom Meeting  
<https://us02web.zoom.us/j/86422578056?pwd=c3RVdWFLZEJDN2ZjdmxjTVlpeWVjdz09>  
Meeting ID: 864 2257 8056  
Passcode: 592122

Board may consider all public input as we plan for future discussions. Any decisions must be agenda items for a future publicly announced meeting. Civility is expected throughout the comment, and personal attacks are not tolerated.

Collin Miller makes a public comment regarding the new cannabis occupational tax.

Tyler Opperman makes a public comment regarding the new cannabis occupational tax

## 5. **REPORTS**

### a. Clerks Report

Mr. Litrenta discusses with the board how he should handle excise tax submissions that are on time but have incomplete or incorrect state documents? This will be added to a future meeting agenda.

Mr. Horsley stated that CIRSA will be here for the annual safety assessment on February 6th, and will be preparing for that in the upcoming weeks.

Mr. Horsley stated that the ADA compliance is behind where he wants it to be, however it is not off the radar.

Mr. Horsley stated that he has been working with Trustees Catts, and Pietras regarding codification and will continue to do so unless otherwise directed.

Mr. Litrenta discusses with the board the CivicPlus status.

### b. Trustee Report

Ms. Myers provides an update on CML training. Training is not available in 1.21.2025. It would be available via zoom in January or in person in February.

Ms. Myers provides an update on town hall repairs to include grants.

Mr. Catts addresses road maintenance on Broadway.

### c. Mayors Report

Mr. Studinski discusses fireworks in town. He would like to talk to the people lighting off the fireworks.

### d. Water Report

Mr. Horsley stated that PFAS testing came back and nothing was detected in our water, and that the Analytical report is available upon request.

Mr. Horsley Reads PFAS Case Narrative from Page five of the Analytical report from Eurofins Sacramento.

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Mr. Horsley stated that the Town has hired Kurt Yeater as the ORC.

Mr. Horsley stated that there was a large learning curve during 2024, and that 2025 will be looking much

Mr. Horsley stated that Lead and Copper is continuing bi-annual testing this year, and hopefully this will be the last year we do this bi-annually.

Mr. Horsley stated that he has submitted for a Grant for Well 10 and is working towards funding for Well 7.

Mr. Horsley stated that he is working with Mary Mrdjenovich, Kyra Gregory, and Lauren Fracasso on a community water survey that will be designed to incorporate Lead and Copper Service Line Inventory questions into the survey.

Mr. Horsley stated that there is a legal team meeting coming up in the near future to discuss the legal actions required to administratively stand up Well 10 and the potential for a water court hearing.

Mr. Horsley stated that first readings have been taken with the new Meter Reader.

Mr. Horsley stated that he is continuing training to become an ORC.

Mr. Horsley stated that the last water meeting has rendered a lot of good feedback, and the town, along with CDPHE are looking forward to trying to incorporate the inputs from the citizens that he can.

Mr. Horsley stated that he has spoken with CDPHE about cleaning the tank which is located at 305 Lincoln Ave which is on private property, and as the town, we are not authorized to do work on private property as this is a major liability if something bad happens. Mr. Horsley states he will do this on his own time.

e. Financial Report

Mr. Litrenta provides the board with a financial update. Mr. Studinski provides a 2024 P&L report.

**6. OLD BUSINESS**

a. Voting on trustee vacancy

The only LOI submitted was from Mayor Studinski. The board discusses options to proceed.

Mr. Studinski resigns as mayor.

Mr. Catts makes a motion to make Mr. Studinski a trustee. Ms. Myers seconds. Motion passes 5-0.

b. Swearing in of new trustee

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Mr. Litrenta reads oath to Mr. Studinski. Mr. Studinski signs oath.

- c. Discuss, conduct a public hearing and reading, and consider taking action on Ordinance 2024-03 – An Ordinance Amending the Marijuana Framework Ordinance

The board reads aloud Ordinance 2024-03 in its entirety. Mr. Catts makes a motion to approve Ordinance 2024-03 – An Ordinance Amending the Marijuana Framework Ordinance. Ms. Jung seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

- d. Discussion and consider taking action on Resolution 2025-01 – Fee Schedule

Mr. Studinski reads Resolution 2025-01. The board discusses as needed. Ms. Kelbert makes a motion to vote on Resolution 2025-01. Mr. Catts seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

- e. Discuss and commit to CML training on 1/21/2025

This item was discussed in a trustee report.

- f. Bookkeeper Studinski update on SLFRF grant funds documentation

Mr. Studinski provides the board an update on transferring the SLFRF funds out of water in QuickBooks.

- g. Mayor Studinski update on Potch reimbursement

Mr. Studinski provides an update on the Potch LLC reimbursement

- h. Mayor Studinski update on water contract amendment

Mr. Studinski says this item cannot be addressed without addressing the Potch LLC reimbursement.

- i. Trustee Pietras update on dog safety discussion with sheriff

Ms. Pietras provides an update on her conversation with the Sheriff regarding dog safety.

- j. Trustee Myers update on pursuit of Roads grant

Ms. Myers provides an update on road grants.

- k. Trustees Catts & Pietras update on Civic Plus codification and plan for 2025

Mr. Catts and Mr. Horsley provide an update to the board regarding CivicPlus codification.

## **7. NEW BUSINESS**

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- a. Discuss and take action on sending Don and Caroline to CML 2025 Mayor's Summit 1/22 - 1/23 with 2 overnights in Denver

The board discusses sending Don and Caroline to the CML 2025 Mayors Summit. Ms. Myers makes a motion to send Don and Caroline to CML 2025 Mayor's Summit 1/22 - 1/23 with 2 overnights in Denver. Mr. Catts seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

- b. Discuss and take action on pay for Caroline for bookkeeping education/training

Ms. Jung reads her request to the board. Ms. Jung leaves the room. The board discusses pay for Caroline for bookkeeping education/training. Mr. Catts makes a motion to reimburse Ms. Jung for the training she has done and approve her payment at \$40/hr. up to \$3000. Ms. Kelbert seconds. Mr. Catts, Ms. Pietras, Ms. Myers and Ms. Kelbert vote yes. Mr. Studinski abstains. Motion passes 4-0.

Mr. Catts makes a motion to table items, c., d., e., f. Ms. Pietras seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

The board moves to agenda Item g.

- c. Discuss and consider taking action on Oversized / Overweight truck ordinance. First reading.
- d. Discuss and consider taking action on Bounced Check Fee ordinance. First reading.
- e. Discuss and consider taking action on Mayor Compensation Ordinance. First reading.
- f. Discuss and consider taking action on Roads Committee Resolution.
- g. Discuss and consider taking action on Codification Committee Resolution.

Mr. Studinski reads the Codification Committee Resolution. The board discusses as needed. Mr. Catts makes a motion to approve the Codification Committee Resolution. Ms. Kelbert seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

Mr. Catts makes a motion to table items h. - p. Ms. Kelbert seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

- h. Discuss and consider taking action on Grants Committee Resolution.
- i. Discuss and consider taking action on Social Committee Resolution.
- j. Discuss and consider taking action on Phone Use Policy Resolution.
- k. Mayor Studinski progress report on Special Events Ordinance to be completed in February.
- l. Mayor Studinski to enquire about dates for Sacred Lost Valley Park festivals in 2025.
- m. Discuss and consider taking action on hiring a municipal judge. Form a committee to pursue a candidate.
- n. Discuss and consider taking action to establish an Intergovernmental Agreement with Saguache for Sheriff engagement. Form a committee to accomplish this.
- o. Initiate and negotiate an agreement with SLV Rec to provide electricity for Area 420. Assign trustee to handle this.
- p. Trustee Myers update on Town Hall acoustics and sound system.

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## **8. ACTION ITEMS FOR FUTURE MEETINGS**

- Ms. Myers will reach out to CML and select a date for training
- Mr. Litrenta will file Mr. Studinski's oath
- Mr. Litrenta will update Cannabis application
- Mr. Litrenta will publish Ordinance 2024-03
- Mr. Litrenta will post Ordinance 2024-03
- Mr. Litrenta will send passed ordinance to CivicPlus
- Mr. Litrenta will pay the bills
- Mr. Litrenta will post Resolution 2025-01
- Mr. Litrenta will post Resolution 2025-02

## **9. TOPIC FOR FUTURE MEETINGS**

- Discussion and consider taking action on applying late fees to companies that upload partial or incorrect state excise tax forms
- Discuss and consider taking action on codification software
- Discuss and consider taking action on Oversized / Overweight truck ordinance. First reading.
- Discuss and consider taking action on Bounced Check Fee ordinance. First reading.
- Discuss and consider taking action on Mayor Compensation Ordinance. First reading.
- Discuss and consider taking action on Roads Committee Resolution.
- Discussion on utilizing higher bearing interest account for Town Funds
- Discuss and consider taking action on Grants Committee Resolution.
- Discuss and consider taking action on Social Committee Resolution.
- Discuss and consider taking action on Phone Use Policy Resolution.
- Mayor Studinski progress report on Special Events Ordinance to be completed in February.
- Mayor Studinski to enquire about dates for Sacred Lost Valley Park festivals in 2025.
- Discuss and consider taking action on hiring a municipal judge. Form a committee to pursue a candidate.
- Discuss and consider taking action to establish an Intergovernmental Agreement with Saguache for Sheriff engagement. Form a committee to accomplish this.
- Initiate and negotiate an agreement with SLV Rec to provide electricity for Area 420. Assign trustee to handle this.
- Trustee Myers update on Town Hall acoustics and sound system.
- Discussion and consider taking action on payment plan for Occupational Tax

## **10. ADJOURN**

Ms. Kelbert makes a motion to adjourn. Ms. Myers seconds. Mr. Catts, Ms. Pietras, Ms. Myers, Ms. Kelbert and Ms. Jung vote yes. Mr. Studinski abstains. Motion passes 5-0.

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