

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

**BOARD OF TRUSTEES SPECIAL MEETING**

**January 3, 2023 - 7:00pm**

**1. CALL TO ORDER**

*Meeting called to order 7:06 pm*

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

*Mayor Cassandra Foxx – Here*

*Trustee Jason Lewis – Absent*

*Trustee Ken Skoglund – Here*

*Trustee Rico Ellis – Here*

*Trustee Tyler Berger – Here*

*Trustee Jon Lopez – Here*

*Trustee Ali Lopez – Here*

*Town Attorney Seth Walker – Here*

*Town Clerk Nina Magee – Here*

**4. APPROVAL OF AGENDA**

a. Approval of Agenda

*Mr. Rico Ellis made the motion to approve the agenda. Mr. Skoglund seconded the motion to approve the agenda. All approve.*

**5. PUBLIC COMMENT**

Public comment is intended for members of the public wishing to address the Board of Trustees about matters that are not listed for discussion on the agenda. All speakers must stay on topic and are encouraged to state their point as briefly and clearly as possible. Each speaker is limited to a maximum of three (3) minutes. Comments will be taken under advisement by the Board, but no decisions will be made. Board and staff are here to listen during this segment of the meeting. At its discretion, the Board may elect to place a matter raised under public comment on a future agenda for further discussion and possible action. Personal attacks, whether directed at members of Town Board, Town staff or fellow citizens must be avoided.

*Mr. Bill Eastman introduced himself as the new Fire Chief to the Town of Moffat. He informs the Board that he would like to work with the Board with the Fire Well that are needed for the Town.*

**6. CLERK & ATTORNEY REPORTS**

a. Attorney's Report

*Mr. Walker wishes everyone a Happy New Year.*

*Mr. Walker informs the Board that he has a few questions about the Bag Tax.*

- *Would the Board like to keep it as \$.10?*
- *What would the funds from the Bag Tax be used for?*
- *What would the Town like to put in place for penalties for non-payment of the Bag Tax*

*Mr. Walker informed the Clerk that she would need to add a line item on Budget for the Bag Tax.*

*Mr. Walker informs the Board that he will be reaching out to Skoglund Excavating, to get a written contract for Snow removal.*

*Mr. Walker informs the Board that he has a meeting with VS Strategies on 1.4.2023. He would like to get the draft of the new Marijuana Ordinance to the Board for review before the Regular Meeting on January 10, 2023.*

*Mr. Walker informs the Board that he will be working with the Clerk on her contract to become an official employee.*

*Mr. Walker informs the Board that it has been a busy Month with working with the Business Licenses.*

*Mr. Walker informs the Board that we have a liquor License turned in. Unfortunately, it isn't complete.*

**b. Clerk's Report**

*Ms. Magee informs the Board that she has been working on the Texco LLC Excise Tax Refund*

*Ms. Magee informs the Board that she has passed her Notary exam and is now a Notary.*

*Ms. Magee informs the Board that the light for the restroom has come in.*

*Ms. Magee informs the Board that she has been work with one of the Grow's to get them into compliance.*

**7. TRUSTEE & MAYOR REPORTS**

**a. Mayor's Report**

*Ms. Foxx informs the Board that she has been working on some Ordinances with the Clerk.*

*Ms. Foxx informs the Board that she has been working on the Town applications, forms and permits.*

**b. Trustee's Report**

*Mr. Lopez informs the Board that the Skate Park Grant has been submitted on behalf of G&G Consulting.*

*Mrs. Lopez ask that we start working on chapter 1 of the code.*

*Mr. Ellis would like since it is the start of a new year for the Town Board to start getting things done this year. This is an exciting year ahead of us.*

**8. OLD BUSINESS**

**a. Water: Megan Gutwein of BergHill Law & Kendall Burgermeister Law of the Rockies**

• **Well #5 Distribution System & Contract**

*Ms. Gutwein informs the Bard that Ms. Ann Bunting have been in conversation about Well #5. An amendment is needed to the Potch and Town of Moffat agreement is needed. The Town needs to find out how many residents are planning on being hooked up to Well #5. And place that into the agreement.*

❖ *First steps would be figure out what the Town would like for changes in the contract.*

❖ *Make the agreement clearer. (Who is paying for what?)*

*Mr. Skoglund informs the Board that he has been working with Mr. Newmyer to come up with a bid to place in to do the work that is needed for work be done on Well #5. To bring to two (2) houses up to code for the Town and as well as CDPHE.*

• **Strategic Planning for Town of Moffat's water rights**

*The Town can apply for a permit for the Fire Well. The Wells that are in question have been placed on the abandon list. So, the Town will have to apply for a fire Well suppression.*

*A Working Session for water is being scheduled for January 17, 2023*

b. G-Works Discission

*Mr. Lopez makes a motion to approve getting the G-works software. Mr. Berger seconds the motion. All approve.*

*Mr. Berger makes a motion to terminate the contract with the accountant. Mrs. Lopez seconds the motion. All approve*

*The Board has instructed Ms. Magee to send the accountant a 30-day termination letter.*

c. E-scribe Software

*This topic has been tabled*

d. Granicus Software

*This topic has been tabled*

e. Colorado Liquor License

- Marijuana Hospitality License Application

*An application has come in, it's not complete. Mr. Walker has sent an email to the applicant to inform them.*

- Colorado Liquor Retail Application

*An application has come in, it's not complete. Mr. Walker has sent an email to the applicant to inform them.*

f. Meeting Owl TV' & Mounting

*The Board has decided on the Pioneer 55" Class LED 4K UHD Smart TV*

*The Board has decided on the VIVO Mobile TV Cart*

*Mr. Lopez makes the motion for the purchase of the TV and Stand. Mr. Skoglund seconds the motion. All approve*

*A stand for the meeting Owl is needed as well as microphones.*

9. **NEW BUSINESS**

10. **EXECUTIVE SESSION (IF NECESSARY)**

*None Needed*

11. **ADJOURN**

*Mr. Ellis makes the motion to adjourn. Mr. Skoglund seconds the motion. All approve.*