

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



BOARD OF TRUSTEES SPECIAL MEETING

October 15th, 2024 - 6:00pm

1. CALL TO ORDER

Mayor Studinski calls the meeting to order at 6:01pm

2. ROLL CALL

Mayor Studinski announces that there is a quorum.

Trustee 1 – Myers
Trustee 3 - Kelbert (Remote; arrives at 6:03pm)
Trustee 4 - Jung
Trustee 5 - Reichwald
Trustee 6 – Catts (Remote; 6:05pm)

STAFF PRESENT

Mr. Litrenta
Mr. Horsley

3. APPROVAL OF AGENDA

a. Approval of Agenda

Mr. Reichwald makes a motion to approve the agenda. Ms. Myers seconds. Motion passes 3-0.

b. Approval of Minutes

Mr. Reichwald makes a motion to approve the minutes from last meeting. Ms. Myers seconds. Motion passes 3-0.

c. Payment of Outstanding Bills

Mayor Studinski reads the bills publicly. The board discusses the bills as needed. Mr. Reichwald makes a motion to pay the bills. Ms. Jung seconds. Motion passes 4-0.

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

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viewpoints within a three-minute time allotment to allow all voices to be heard. The 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.

Brett Nichols submits his letter of intent to serve on the board for the board opening.

5. REPORTS

a. Clerks Report

Mr. Litrenta provides an update on the errors and omissions question sent to CIRSA and follows up on the email he sent to the trustees. This is covered under Property and Casualty coverage.

Mr. Litrenta says that the payments for CIRSA coverage that was approved is not due until the invoices are sent out in December.

Mr. Litrenta says the board vacancy is posted online and in town.

Mr. Litrenta provides an update on the work he has done and what needs to be done so far as the town developing a liquor license process. He asks the board to let him know when they are ready to discuss.

Mr. Litrenta says the election ballot is available for inspection in the town hall office.

Mr. Litrenta says ballots are ready and will be mailed out tomorrow 10.16.2024.

Mr. Litrenta provides a recommendation that an election judge accompany him to the mailbox when he picks up mail.

Mr. Litrenta informs the board that we need to set up time this week to appoint election judges.

3 citizens who have submitted letters of intent to be election judges have offered to go with the clerk to pick up the mail in case there are ballots in the mail.

b. Mayors Report

Mr. Studinski provides an update on taxes paid

Mr. Studinski provides a budget update

Mr. Studinski says he called Mr. Skoglund and asked him to begin maintenance on the town roads again and asked him to send an invoice. Mr. Studinski says that he has asked Mr. Skoglund to continue road maintenance through March 2025. Mr. Studinski provides an update on the search for companies to conduct road maintenance

c. Trustee Progress Report

Ms. Myers provides an update on her work with Mr. Horsley and setting up a water meeting date.

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Ms. Myers would like to see the town have a Moffat Christmas party again. The board will discuss this at the working session on 10.22.2024.

Ms. Jung provides an update on mayor pay and asks to meet with the mayor to discuss his duties.

Mr. Studinski asks Mr. Catts to work on replacing the lights in town hall

Ms. Kelbert provides a water committee update

d. Water Report

No water report to give.

6. OLD BUSINESS

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

Mr. Litrenta reports that he has not heard back from the attorneys regarding the questions related to this ordinance. Mr. Reichwald makes a motion to table this item. Ms. Myers seconds. Motion passes 5-0.

7. NEW BUSINESS

- a. Discussion and consider taking action on approval of payment of \$20/hr. for election judges

Ms. Myers makes a motion to pay the election judges \$20/hr. The board discusses the payment of the election judges. Mr. Reichwald seconds. The motion passes 5-0.

- b. Discussion and consider taking action on Resolution 2024-25 – Audit Exemption Resolution

Mr. Studinski reads Resolution 2024-25 – Audit Exemption Resolution. Mr. Reichwald makes a motion to approve Resolution 2024-25 – Audit Exemption Resolution. Ms. Myers seconds. Motion passes 5-0.

- c. Discussion and consider taking action on CORA Request procedure document

Mr. Litrenta says that he provided this to the attorney for review and has not heard back yet. The attorney said she will work on it this week. Mr. Reichwald makes a motion to table this item. Ms. Myers seconds. Motion passes 5-0.

- d. Discuss and approve bringing Well #10 to Potable Water compliance including purchase of materials at estimated \$2000 and labor at estimated \$3000.

The board discusses bringing Well #10 to potable water compliance. Mr. Studinski provides an update on this item but says it won't be able to be done until presumably Spring 2025. Mr. Horsley provides an update on this item. Mr. Reichwald makes a motion to move forward on the potable waterization of well #10 including the purchase of parts and labor. Mr. Catts seconds. Motion passes 5-0.

- e. Perform all required document signatures for new Bank Signatories.

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Mr. Studinski follows up with the bank signers that need to complete the signing of documents to become new bank signers.

8. **ACTION ITEMS FOR NEXT MEETING**

- The board will have a meeting to appoint election judges at 10.17.2024

9. **TOPIC FOR NEXT MEETING**

- Discussion about town to do list for the next 6 months
- Appoint election judges at meeting on 10.17.2024 at 9:00am

10. **ADJOURN**

Mr. Rehwald makes a motion to adjourn. Ms. Myers seconds. Motion passes 5-0.

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