

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



BOARD OF TRUSTEES SPECIAL MEETING

November 20th, 2024 – 6:00pm

1. CALL TO ORDER

Mayor Studinski calls the meeting to order at 6:02pm

2. ROLL CALL

Mayor Studinski announces there is a quorum

Trustee 1 - Myers (Arrives at 6:27pm)

Trustee 2 – Pietras

Trustee 3 - Kelbert

Trustee 4 - Jung

Trustee 6 - Catts

Staff

Mr. Horsley

Mr. Litrenta

Sarah Ross, City Attorney, attended via Zoom and teleconference.

3. APPROVAL OF AGENDA

a. Approval of Agenda

Mr. Catts makes a motion to approve the agenda. Ms. Klebert seconds. Motion passes 4-0.

b. Approval of Minutes

Mr. Catts makes a motion to approve both minutes. Ms. Jung seconds. Motion passes 4-0.

c. Payment of Bills

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

4. REPORTS

a. Clerks Report

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

Mr. Litrenta provides an update on the SLFRF reporting. He was told that nothing needs to be filed to obligate funds and that the funds used on previous water projects should be reported on the April 2025 report, which opens up on April 1st, 2025. He also states he will be attending a training session on November 25th.

Mr. Litrenta informs the board that Mr. Reichwald has resigned from the board and there is a vacancy that must be filled by 1.19.2025. Mr. Litrenta explains and discusses the timeline with the board and will post the vacancy notice.

Mr. Litrenta informs the board that the town cannot hold an election for trustees and mayor until April 2026. He provides them with the attorney explanation and answers questions as needed.

Mr. Litrenta explains that he has a doctor's appointment on December 3rd and his bus will not be back until 6pm. He asks the board if we can move the meeting to December 4th. The board is ok with the date change.

Mr. Litrenta asks the board to check to see if they want to keep any of the mail or documents that are on the meeting table, and if not, he will destroy them.

5. 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 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.

No public comment given.

6. EXECUTIVE SESSION

The Town Board may, upon 2/3 vote of the Town Board, convene into Executive Session:

Mr. Catts makes a motion to enter executive session. Ms. Kelbert seconds. Motion passes 4-0.

The board enters executive session with the City Attorney via teleconference

- a. To discuss and receive legal advice regarding CIRSA Claim PC6021746-1 and the corresponding criminal investigation. C.R.S §§ 24-6-402(4)(b), (d) and (e)(I).
- b. To discuss and receive legal advice concerning a written demand for payment and threat of litigation received by the Town of Moffat from Potch, LLC on March 21, 2024 pursuant to C.R.S §§ 24-6-402(4)(b), (d) and (e)(I).
- c. To discuss and receive legal advice regarding a potential new CIRSA Claim and possible criminal investigation. C.R.S §§ 24-6-402(4)(b), (d) and (e)(I).

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Ms. Myers makes a motion to exit executive session. Ms. Jung seconds. Ms. Jung votes yes. Ms. Pietras, Ms. Myers, Mr. Catts, and Ms. Kelbert vote no. Motion fails 1-4.

Ms. Myers makes a motion to exit executive session. Ms. Jung seconds. Motion passes 5-0.

The board exits executive session at 7:34pm

Mr. Catts makes a motion to motion to take a break. Ms. Kelbert seconds. Motion passes 5-0.

The board breaks at 7:35pm.

Mr. Catts makes a motion to reconvene. Ms. Kelbert seconds. Motion passes 5-0.

The board reconvenes at 7:47pm.

7. OLD BUSINESS

- a. Discussion and consider taking action on Civic Plus (Codification) subscription

The board discusses Civic Plus and codification. Ms. Myers makes a motion to form a civic plus codification committee. Ms. Pietras seconds. Motion passes 5-0. Mr. Catts and Ms. Pietras will work as the trustees managing the Civic Plus Codification. Mr. Litrenta will reconnect with Roger from Civic Plus to get next steps.

- b. Discussion and consider taking action road signs in town

Mr. Catts provides a road sign update and the board discusses as needed.

8. NEW BUSINESS

- a. Discuss, conduct a public hearing and reading, and consider taking action on Ordinance 2024-07 – Ordinance of the Town of Moffat Requiring Inspections of Water Meter Pits

Mr. Studinski reads publicly Ordinance 2024-07 - Ordinance of the Town of Moffat Requiring Inspections of Water Meter Pits. The board discusses. The board requests edits before approving.

- b. Discussion and consider taking action on approval of expenses for bookkeeping consulting

Mr. Studinski discusses with the board the need for bookkeeping consulting. Mr. Catts makes a motion to allocate \$2000 for Baileys Bookkeeping. Ms. Kelbert seconds. Motion passes 5-0.

- c. Discussion and consider taking action on reimbursement of Don Studinski for town hall A/V equipment

Mr. Studinski discusses his purchase of A/V equipment and asks for a refund. Ms. Kelbert makes a motion to reimburse Mr. Studinski for the purchase of A/V equipment. Ms. Pietras seconds. Motion passes 5-0. Mr. Litrenta explains he will need a receipt before he writes checks.

9. ACTION ITEMS FOR FUTURE MEETINGS

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Ms. Kelbert explains that she will not be in Moffat in January and February and will be available if we need an extra meeting before then. But will be on zoom while she is gone.

- Mr. Litrenta will pay outstanding bills
- Mr. Litrenta will edit and post Trustee Vacancy Notice
- Mr. Litrenta and Mr. Studinski will continue to work on the budget
- Mr. Litrenta will write check to reimburse Mr. Studinski for AV equipment, once he gets receipts
- Mr. Litrenta will reconnect with Roger from Civic Plus for next steps on codification and cc Mr. Catts and Mr. Pietras
- Mr. Litrenta will order new name placards
- Mr. Horsley will make edits to Ordinance 2024-07

10. TOPIC FOR FUTURE MEETINGS

- Final Budget review
- Discuss, conduct a public hearing and reading, and consider taking action on Ordinance 2024-07 - Ordinance of the Town of Moffat Requiring Inspections of Water Meter Pits
- Saguache Cares presentation and update
- Set the date for Town Christmas party

11. ADJOURN

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

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