

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



**TOWN OF MOFFAT | EST. 1911**

**BOARD OF TRUSTEES SPECIAL MEETING**

**December 16<sup>th</sup>, 2024 – 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

Mr. Catts 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. Jung 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 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.

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

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Meeting ID: 864 2257 8056  
Passcode: 592122

## 5. REPORTS

### a. Clerks Report

Mr. Litrenta explains that he spoke to Randi Sneed about the budget deficit spending and he was told that we just need to show the transfer which we have done on the actual budget. Thus, the budget is good.

Mr. Litrenta discusses with the board the CivicPlus status.

### b. Trustee Report

No trustee report given.

### c. Mayors Report

The mayor reports on mayor pro tem and that he will be away for the last week of January.

### d. Water Report

Mr. Horsley reports that all samples were submitted today and he will have a report after the first of the year.

## 6. OLD BUSINESS

### a. Discussion and consider taking action on Resolution 2024-31 – A Resolution Establishing the Mill Levy

Mr. Litrenta explains that he made a typo on the mill levy resolution and that it needs to be redone and submitted before 8am on 12.17.2024. He explains this resolution has been reviewed and is good. Ms. Myers makes a motion to pass Resolution 2024-31 for the mill levy. Ms. Kelbert seconds. Motion passes 5-0.

### b. Discussion and consider taking action on the obligating of funds for SLFRF Grant usage

Mr. Litrenta explains that to the best of his knowledge there is no way to show obligated funds for past expenses. He presents to the board the two expenses that should be covered by the SLFRF and to be safe asks the board to approve the obligation and future expense of these funds on the next SLFRF report. He also explains that these are the best documents we have that show the expense, he has reached out to Skoglund Excavating but has not heard back. Mr. Catts makes a motion to obligate these funds to be used for the purpose of the SLFRF grant on Wells 4 and 5. Ms. Kelbert seconds. Motion passes 5-0.

## 7. NEW BUSINESS

### a. Discussion and consider taking action on water contract amendment signature.

Mr. Studinski provides the board with an update on the water amendment signature. He says the ball is in their court. The board discusses as needed.

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- b. Discussion and consider taking action on the status of road grants.

The board discusses the need and potential for receiving grants for roads.

- c. Discussion and consider taking action on Excise Tax timeline.

Mr. Litrenta explains that he wanted clarification about how long to collect excise taxes and he shares an email from the attorney that says you should collect through December sales; so, through January, but it is up to the board. This will also include 4 months of fees. He also goes over an email sent to the cannabis companies explaining the changes to excise taxes, and also the upcoming changes to the cannabis Ordinance. Mr. Catts makes a motion that the town goes through with the collection of excise tax through December 31<sup>st</sup> of 2024. Ms. Myers seconds. Motion passes 5-0.

- d. Discussion and consider taking action on the status of CivicPlus codification.

Mr. Litrenta explains that he sent all of the Ordances to date to CivicPlus, which CivicPlus confirmed, and that he asked what the next steps are but has not heard back yet. The board discusses the future with CivicPlus.

- e. Discussion and consider taking action on dog safety and citizen recourse.

The board discusses dog safety in town. The mayor opens the discussion to members of the town. Ms. Pietras will reach out to the Sheriff about dogs at large issues and invite them to mediate.

- f. Discussion and consider taking action on Resolution 2024-30 – A Resolution Appointing a Mayor Pro Tem

Mr. Studinski reads resolution 2024-30. The board discusses a new mayor pro tem due to Ms. Kelbert's resignation as mayor pro tem. Ms. Myers makes a motion to accept Resolution 2024-30 with Caroline Jung as mayor pro tem. Mr. Catts seconds. Motion passes 5-0.

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

- Mr. Litrenta will post Resolution 2024-31
- Mr. Litrenta will post resolution 2024-30
- Mr. Litrenta will send Mill Levy certification to the county
- Mr. Litrenta will submit the budget
- Ms. Myers will contact CML
- Ms. Myers will contact CDOT about road grants
- Ms. Jung will look in to art work for town hall to help with acoustics

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

- The board will schedule training at the at the January 21<sup>st</sup> 2025
- Discussion of Sacred Lost Valley Park festivals in 2025
- Wall decoration in town hall

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**10. ADJOURN**

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

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