

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



BOARD OF TRUSTEES REGULAR MEETING

FEBURARY 11th, 2025 – 6:00pm

1. CALL TO ORDER

Mayor Pro Tem Jung calls the meeting to order at 6:00pm

2. ROLL CALL

Mayor Pro Tem Jung announces there is a quorum.

Trustee 1 - Myers (Arrives at 6:02pm)
Trustee 2 – Pietras
Trustee 3 - Kelbert
Trustee 4 – Jung (Acting Mayor, Mayor Pro Tem)
Trustee 5 - Studinski
Trustee 6 - Catts

Staff

Mr. Horsley
Mr. Litrenta
Mr. Yeater

3. APPROVAL OF AGENDA

a. Approval of Agenda

Mr. Catts makes a motion to approve the agenda. Mr. Studinski seconds. Motion passes 5-0.

b. Approval of Minutes

Mr. Catts makes a motion to approve the minutes. Mr. Studinski seconds. Motion passes 6-0

c. Approval of Payment of Bills

Ms. Jung reads the bill publicly and the board discusses as needed. Ms. Myers makes a motion to pay the bills. Ms. Pietras seconds. Motion passes 6-0.

4. PUBLIC COMMENT

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

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.

Mr. Horsley has a public comment but wants to make it at the end of public comment.

Ms. Myers asks the board to recognize Terry from SLV REC. Terry discusses briefly the power at AREA 420 and asks to be on a future agenda.

Mr. Horsley makes a public comment regarding his other job and his availability. Mr. Studinski asks to have on a future agenda discussion about handling a water emergency.

5. REPORTS

a. Clerks Report

Mr. Litrenta comments on the office staffing given Mr. Horsley's new job.

Mr. Litrenta updates and discusses with the board the feedback from the attorney regarding the formation of committees

Mr. Litrenta updates and discusses with the board the feedback from the attorney regarding enforcement of code and fines in Moffat.

Mr. Litrenta asks the board about going to budget training online which is \$40.

Mr. Litrenta speaks about the bank custodian document task.

Mr. Horsley discusses his availability during meetings

b. Trustee Report

Mr. Catts reports that Garfield is scheduled for maintenance by the Dollar General the second week of March.

Ms. Myers updates the board on the CML training date of March 26th, 2025 at 4:30pm

Ms. Myers updates the board on her meeting with Terry from SLV REC

Ms. Myers provides an update on having Lori Nagel take video and pictures of the leaky roof on town hall.

Ms. Myers says she reached out to Hooper about working together to hire a municipal judge but has not heard back

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Ms. Myers was not able to conduct research on the sales tax grant. No update to report.

c. Mayors Report

Ms. Jung provides an update on her research in to hiring a CPA for the Town.

Ms. Jung would like to table the idea of finding a higher interest-bearing account.

d. Water Report

Mr. Yeater provides a water update to the board. Mr. Yeater would like to discuss well #4 security and power at the next meeting.

e. Financial Report

Mr. Litrenta gives the board a financial report. The board discusses as needed.

6. OLD BUSINESS

a. Discussion and consider taking action on Mayor Vacancy notice edits

Mr. Litrenta made edits to the mayor vacancy notice. He sent out a draft to the board asking for review and there was no response. Given that the meeting was cancelled and not wanting to delay posting any longer, he talked to the mayor pro time who reviewed the edits and told the clerk to post it. If the board would like edits made, the edits can be made and the clerk will repost. The board has no edits and is fine with the posting.

b. Discuss and consider taking action on Oversized / Overweight truck ordinance.

Mr. Horsley made the edits to this document but the town still lacks enforcement. The board discusses the oversized and overweight truck ordinance.

c. Discuss and consider taking action on Bounced Check Fee ordinance.

Mr. Horsley made the edits to the bounced check fee ordinance. The board discusses the bounced check fee ordinance.

d. Discuss and vote on Potch overcharges refund agreement

The board discusses the POTCH overcharge refund agreement. Ms. Myers makes a motion to pay POTCH the refund. Mr. Catts seconds. Motion passes 6-0.

Mr. Catts makes a motion to recess for 10 minutes. Ms. Myers seconds. Motion passes 6-0.

The board recesses at 7:19pm.

Mr. Catts makes a motion to resume the meeting. Mr. Studinski seconds. Motion passes 6-0.

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The board reconvenes at 7:34pm.

7. NEW BUSINESS

a. Discussion about PFAS sampling results

Mr. Yeater and Mr. Horsley discuss with the board the PFAS sampling results. The board discusses as needed. Mr. Yeater would like Mr. Litrenta to post the ORC report as well as his contact information on the website.

Mr. Studinski makes a comment that Jon Lopez texted him and told him that a repayment of POTCH must be done by resolution. Mr. Studinski will look in to this with the attorney.

Mr. Studinski makes a motion that the town post on the town website a summary of the PFAS result and the permission to post those results. Mr. Studinski withdraws the motion.

Mr. Studinski makes a motion that we post the PFAS results letter. Mr. Catts seconds. Motion passes 6-0.

Mr. Catts makes a motion to post the contact information. Ms. Pietras seconds. Motion passes 6-0.

b. Discussion and consider taking action on getting maintenance done on town laptop computer

Mr. Litrenta discusses the need for maintenance on town computers. Ms. Myers makes a motion that the clerk contact Baca Technology to look at the laptop and give the town advice on solutions. Mr. Catts seconds. Motion passes 6-0.

c. Discussion and consider taking action on purchase of payroll program on QuickBooks

Ms. Jung provides with board an update on getting the payroll program for QuickBooks. The board discusses as needed. Ms. Myers makes a motion to add payroll to our subscription to QuickBooks. Ms. Pietras seconds. Motion passes 6-0. Ms. Jung will purchase QuickBooks payroll.

d. Discussion and consider taking action on a Facebook Code for the Town of Moffat Facebook page.

Ms. Myers updates the board on town Facebook page code. The board discusses a town Facebook page code. Ms. Myers and Mr. Horsley will write this code for the next meeting.

e. Discussion and consider taking action on getting a gaming license for the Town of Moffat for hosting revenue generating BINGO nights.

The board discusses getting a gaming license for town BINGO nights. Ms. Myers will research this item.

f. Discussion and consider taking action on how to handle media inquiries.

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The board discusses how to handle media inquiries. Mr. Studinski makes a motion that Ms. Myers becomes the town official PR contact. Ms. Pietras seconds. Motion passes 6-0.

- g. Discussion and consider taking action on Trustees providing statute for reference when quoting statutes.

Ms. Jung discusses that the board reference statute when quoting statutes.

- h. Discuss and take action on purchase of necessary equipment related to the coming well #10 modifications.

Mr. Yeater discusses with the board the purchase well #10 equipment. Mr. Studinski makes a motion to purchase the necessary equipment so that Hunter and Kurt can be effective at doing their job. Mr. Catts seconds. Motion passes 6-0.

8. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will pay the bills
- Mr. Litrenta will draft agenda and complete minutes
- Mr. Litrenta will reach out to the town attorney to follow up on code enforcement abilities of the town
- Mr. Litrenta will post PFAS report on the town website as well as Kurt Yeater's ORC email
- Mr. Litrenta will reach out to Baca Technology to evaluate town laptop
- Ms. Jung will purchase QuickBooks payroll.
- Mr. Horsley and Ms. Myers will develop and write the town Facebook policy
- Mr. Studinski reach out to the attorneys about the need for a resolution to refund POTCH and then contact POTCH to sign the agreement
- Ms. Myers will look in to opportunities for the town to conduct BINGO nights
- Ms. Jung will reach out to the attorney about how to assign a PR designee
- Ms. Pietras will look in to funding for the 2025 CML conference

9. TOPIC FOR FUTURE MEETINGS

- Discussion and consider taking action on designating and signing the paper work for an official custodian of public funds
- Discussion and consider taking action about dealing with water emergencies
- Discussion and consider action on annexation possibilities for the SLV REC solar farm
- Discussion and consider taking action on utilities development in Area 420 Phase 2 and 3
- Well #4 power and security
- Discussion and consider taking action on a Facebook Code Policy for the Town of Moffat Facebook page.
- 2.25.2025 Working session to plan out town to do tasks

10. ADJOURN

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Mr. Studinski makes a motion to adjourn. Mr. Catts seconds. Motion passes 6-0.

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