

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



BOARD OF TRUSTEES SPECIAL MEETING

FEBURARY 18th, 2025 – 6:00pm

1. CALL TO ORDER

Mayor Pro Tem Jung calls the meeting to order at 6:01pm

2. ROLL CALL

Mayor Pro Tem Jung announces there is a quorum.

Trustee 1 - Myers
Trustee 2 – Pietras
Trustee 3 - Kelbert
Trustee 4 – Jung (Acting Mayor, Mayor Pro Tem)
Trustee 5 - Studinski

Staff
Mr. Horsley
Mr. Litrenta

3. APPROVAL OF AGENDA

a. Approval of Agenda

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

b. Approval of Minutes

Mr. Studinski 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.

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

Kaiya Bercow makes a public comment regarding Revel Cultivars overdue tax liabilities. He asks for a waiver of all penalties and late fees. He requests to be on a future agenda. The board will put this topic on a future agenda.

5. REPORTS

a. Clerks Report

Mr. Litrenta informs the board that he provided \$10 in change out of his pocket to a citizen and will need to be reimburse from the town. He also recommends the town have small amount of cash on hand to provide citizens with change.

Mr. Litrenta informs the board that Baca Tech will be in the office to look at the computer on 2.20.2025.

Mr. Litrenta provides an update on code and fine enforcement.

b. Trustee Report

Mr. Studinski makes a public comment about meeting with him as a trustee and that people are not invited to come to his house and bang on his door to talk to him.

c. Mayors Report

No report. Ms. Jung is working on contacting the attorney. Ms. Jung will come in to the office this week to purchase QuickBooks payroll.

d. Water Report

Mr. Horsley provides an update on his employment and informs the board that he is back as the water operator/assistant clerk full time.

Mr. Horsley and Mr. Yeater had a meeting on Monday 2.17.2025 and discussed Record Keeping, purchasing a PH Meter for the town, and went over parts to order for Well 10 as well as Grants.

Mr. Horsley asks the board to add "Discussion and consider taking action on purchasing a PH Meter." to a future agenda.

6. OLD BUSINESS

a. Discussion and consider taking action on Resolution 2025-03 - POTCH LLC Refund

Mr. Studinski reads Resolution 2025-03 in full. Mr. Studinski makes a motion to pass Resolution 2025-03. Ms. Jung seconds. The board discusses as needed. Motion passes 5-0.

7. NEW BUSINESS

a. Discussion and consider taking action on designating and signing the paper work for an official custodian of public funds

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Mr. Litrenta discusses with the board the paperwork needed to designate an official custodian of funds. Ms. Myers makes a motion that the town make the mayor the custodian of funds. Ms. Kelbert seconds. The board discusses as needed. Mr. Studinski, Ms. Myers, and Ms. Kelbert vote yes. Ms. Jung and Ms. Pietras abstain. Motion passes 3-0.

b. Discussion and consider taking action about dealing with water emergencies

The board discusses how to deal with water emergencies. Mr. Horsley will write an SOPs for dealing with water emergencies to include who to contact in case of emergency.

c. Discussion and consider action on annexation possibilities for the SLV REC solar farm

The board discusses annexation possibilities for the SLV REC solar farm. Isaiah from SLV REC speaks to the board about SLV REC's challenges in establishing a solar farm. The board will look in to the annexation process in Moffat and will consider this annexation at a later date.

d. Discussion and consider taking action on utilities development in Area 420 Phase 2 and 3

Isiah from SLV REC updates the board on utilities development in AREA 420 Phase 2 and 3. The board discusses utilities development in AREA 420 Phase 2 and 3.

e. Well #4 power and security

Mr. Horsley asks for direction on this issue. The board advises Mr. Horsley to go and discuss with Mr. Weiss the status of power on Well #4. Mr. Horsley will write a letter instead of contacting in person. Mr. Studinski makes a motion to direct Mr. Horsley to write a letter to Mr. Weiss seeking information about paying for power on Well #4. The board discusses locks at Well #4. Ms. Jung seconds. Motion passes 5-0.

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

Ms. Myers updates the board on a draft ordinance for a town Facebook policy. The board directs the clerks to forward the draft ordinance to the attorneys for review. Ms. Jung makes a motion to have the ordinance reviewed by the attorney. Ms. Meyers seconds. Motion passes 5-0.

8. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will file Resolution 2025-03
- Mr. Litrenta will submit designated custodian of funds paperwork to the state
- Mr. Litrenta will forward the draft social media ordinance to the attorneys for review
- Ms. Myers will reach out to Hooper to discuss combining courts
- Ms. Myers will come to the office this week to begin LOI to the state historical society
- Ms. Pietras will come in to the office to complete an application to get a scholarship to attend the CML conference
- Mr. Litrenta will draft a notice of Trustee Vacancy

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- Mr. Horsley will write on SOPs for dealing with water emergencies to include who to contact in case of emergency.
- Mr. Horsley will send Mr. Weiss a letter to discuss power on Well #4
- Mr. Litrenta will ask the attorney for a memo regarding the Revel Cultivars fee waiver
- Ms. Pietras will look in to and update the board on existing annexation procedures

9. TOPIC FOR FUTURE MEETINGS

The board discusses topics for future meetings and engages the public as needed.

- Working session to plan for town to do tasks on 2.25.2025
- Discussion and consider taking action on PH Meter purchase
- Discussion and consider taking action on Revel Cultivars refund
- Discussion and consider taking action on posting Trustee Vacancy notice
- Discussion and review annexation procedures in Town of Moffat

10. ADJOURN

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

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