

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



**BOARD OF TRUSTEES SPECIAL MEETING**

**March 18<sup>th</sup>, 2025 – 6:00pm**

**1. CALL TO ORDER**

Mayor Myers calls the meeting to order at 6:04pm

The board does the pledge of allegiance.

**2. ROLL CALL**

Mayor Myers announces there is a quorum.

Trustee – Pietras  
Trustee - Kelbert (Remote)  
Trustee – Jung  
Trustee - Studinski

Staff  
Mr. Litrenta

**3. APPROVAL OF AGENDA**

a. Approval of Agenda

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

b. Approval of Minutes

Mr. Studinski makes a motion to approve the minutes. 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 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

No public comments

**5. REPORTS**

a. Clerks Report

No Clerks report.

b. Trustee Report

No Trustee reports.

c. Mayors Report

Ms. Myers provides an update on her work with Belinda Zink to include town hall renovation, website work, water, and email addresses.

d. Water Report

Ms. Myers reports that there was a water meeting the previous week.

**6. EXECUTIVE SESSION**

No executive session. Ms. Myers reports that the previously needed executive session was resolved.

**7. OLD BUSINESS**

a. Discussion and consider taking action on the Facebook Policy Resolution, Resolution 2025-04

The board discusses the town Facebook page. Ms. Myers will manage the town face book page. Mr. Studinski makes a motion that the town pass Resolution 2025-04. Ms. Pietras seconds. Motion passes 4-0.

b. Discussion and consider taking action on the land use application and process

The board discusses the land use application. Ms. Myers says it's time to put out a call to form a Planning and Zoning Committee. Ms. Pietras will work with the clerk on understanding Chapter 15 of the draft town codification and develop an appropriate application.

c. Discussion and consider taking action on a resolution authorizing the mayor to sign on all contractual obligation for well improvements, Resolution 2025-0

The board discusses Resolution 2025-05 and town wells. Ms. Myers reads Resolution 2025-05. The board discusses. Mr. Studinski makes a motion that the board pass Resolution 2025-05. Ms. Kelbert seconds. Motion passes 4-0.

d. Discussion and consider taking action on POTCH LLC Water Agreement

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The mayor discusses the POTCH LLC water agreement. The mayor would like to table this item. Ms. Jung makes a motion to table this item. Ms. Kelbert seconds. Ms. Kelbert, Ms. Pietras, and Ms. Jung vote aye. Mr. Studinski votes nay. Motion passes 3-1.

## **8. NEW BUSINESS**

- a. Discussion and consider taking action on Trustee vacancy notice

Mr. Litrenta provides the board with a draft of the Trustee vacancy notice. The board discusses. The board has no edits. The board directs the clerk to post the trustee vacancy notice.

- b. Discussion and consider taking action on Special Event Ordinance, Ordinance 2025-01

The board discusses Ordinance 2025-01. The board will recommend edits and discusses at a later meeting.

- c. Discussion and consider taking action on sending staff and board to training in 2025

Mr. Litrenta discusses with the board conferences pertaining to municipal boards and clerks. The board discusses sending board members and staff to training conferences as well as stipends. The board will discuss stipends on a future agenda. Mr. Studinski makes a motion to send Ms. Pietras, Ms. Myers, and Mr. Litrenta to the educational opportunities presented. Ms. Jung seconds. Motion passes 4-0.

- d. Discussion and consider taking action on archived user subscription for town email addresses

Mr. Litrenta discusses with the board the archived user subscription. The board discusses as needed. The board directs Mr. Litrenta to make the purchase.

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

- Mr. Litrenta will post trustee vacancy notice
- Mr. Litrenta will post all passed resolutions
- Mr. Litrenta and Ms. Pietras will work on and develop a land use application in conjunction with Chapter 15 of the draft Town of Moffat code.
- Trustees will have feedback to Mr. Studinski on the Special Events Ordinance
- Ms. Myers will work on writing a grant application for repairing the roof at Town Hall
- Ms. Myers and Ms. Pietras will work on setting up an Easter Party
- Ms. Pietras will research food stipends for town business

## **10. TOPIC FOR FUTURE MEETINGS**

- Discussion and consider taking action on Ordinance 2025-01 - A Special Events Ordinance
- Discussion and consider taking action on Town party
- Discussion and consider taking action on establishing a food stipend for Town events
- Discussion and consider taking action on ordering a dumpster for town clean up
- Discussion and consider taking action on holding a farmers' market in town

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- Discussion and consider taking action on building of tiny homes in Moffat by the school

The board discusses meeting less than every Tuesday and also discusses food for the working session.

## 11. ADJOURN

Mr. Studinski makes a motion to adjourn. Ms. Jung seconds. Motion passes 4-0.

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