

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



BOARD OF TRUSTEES SPECIAL MEETING

April 22nd, 2025 – 6:00pm

1. CALL TO ORDER

Mayor Myers calls the meeting to order at 6:00pm

2. ROLL CALL

Mayor Myers announces there is a quorum.

Trustee Pietras
Trustee Jung
Trustee Studinski
Trustee Scharer

Staff
Mr. Litrenta
Mr. Horsley

3. APPROVAL OF AGENDA

- a. Approval of Agenda

Mr. Studinski makes a motion to approve the agenda. Ms. Jung 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.

- c. Approval to Pay Outstanding Bills

Ms. Myers reads the bills publicly. The board discusses as needed. The GMS bill is removed. Mr. Studinski makes a motion to pay the remaining bills. Ms. Scharer 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

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agenda items for a future publicly announced meeting. Civility is expected throughout the comment, and personal attacks are not tolerated.

Steve Kimball makes a public comment about the street lights staying on all night and a public comment regarding the toilets at the park.

5. **REPORTS**

a. Clerks Report

Mr. Litrenta provides the board with an update on Google Vault. He says it is \$2000 and he doesn't think we need it now because the archive tool will work for what the town needs at the moment. If needed at a later date, the town can get google vault.

Mr. Litrenta says he sent a one-page letter to Congressman Hurds office describing projects in Moffat we may need funding for.

Mr. Litrenta informs the board that we got our CivicPlus first proof back and that he sent those out in an email. These will need to be reviewed in depth by the board in the near future.

Mr. Litrenta mentions that there is a company that paid excise on a MIP and asking for a refund as MIPs do not pay excise taxes. Mr. Litrenta will work on this and keep the board updated as needed.

The board agrees that the town should not purchase Google Vault at the moment.

Mr. Horsley gives an update on the progress of transitioning to town cloud for the town website.

b. Trustee Report

Ms. Pietras gives an update on the tiny home project that the school is looking to do.

c. Mayors Report

Ms. Myers gives an update on the town Easter party that the town hosted on 4.20.2025.

Ms. Myers informs the board about a phone call she got from an owner of a well in Moffat who is looking to donate the rights of the well to the town of Moffat. The board will discuss this at a future meeting.

Jennifer Rodriguez makes a comment regard the Easter party and about renting the town hall.

Ms. Myers discusses the editing of the code book. She suggests that we could start reviewing on 4.29.2025 after the board votes on the trustee vacancy.

Ms. Myers continues her mayors report after Item 7d

Ms. Myers has been invited to serve on the San Luis Council of Governments board. She will be serving on this board.

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d. Water Report

No water report at this meeting.

6. EXECUTIVE SESSION

Mr. Studinski makes a motion to enter Executive Session. Ms. Scharer seconds. Motion passes 4-0.

The board enters executive session at 6:27pm.

Discuss and consider action on the request of the court-appointed receiver for Revel Cultivars for a waiver of penalties and late fees - Revel Cultivars Tax Account.

The Town Board may, upon vote of the Town Board, convene into Executive Session to discuss and consider action on the request of the court-appointed receiver for Revel Cultivars for a waiver of penalties and late fees - Revel Cultivars Tax Account pursuant to the following:

§24-6-402(4)(e), C.R.S., Determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators; and

§24-6-402(4)(b), C.R.S., Conferences with an attorney for the public entity for the purposes of receiving legal advice on specific legal questions.

24-6-402(4)(c), C.R.S., Matters required to be kept confidential by federal or state law, specifically §39-21-113(4)(a), C.R.S., Discuss and review confidential tax information.

Mr. Studinski makes a motion to exit executive session. Ms. Pietras seconds. Motion passes 4-0.

The board exits executive session and returns to the special meeting at 6:56pm.

7. OLD BUSINESS

- a. Discussion and consider taking action on Revel Cultivars license renewal

This item is tabled.

- b. Discussion and consider taking action on CSA utilizing the town grow dome and property for a farmers' market

Ms. Myers did not get a lease drawn up and would like to table this item.

- c. Discussion and consider taking action on town road maintenance

The board discusses road maintenance. Mr. Litrenta provides an update on the work that was done on Mayor Patricia Reigel Blvd. My. Litrenta asks if he should engage Skoglund Excavating to complete work on T Road by the Dollar General. He says Skoglund Excavating quoted that work at around \$6000. Mr. Litrenta will ask for an itemized breakdown of costs from Skoglund Excavating.

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d. Discussion and consider taking action on board training and scholarship application

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

The board recesses at 7:11pm.

Mr. Studinski makes a motion to return to session. Ms. Scharer seconds. Motion passes 4-0.

The board resumes the meeting at 7:20pm.

Mr. Litrenta provides the board with the cost breakdown for staff and trustees to attend conferences. The board discusses.

Mr. Studinski makes a motion to send 4 trustees to the CML conference. Ms. Pietras seconds. Motion passes 4-0. Ms. Pietras, Ms. Jung, Ms. Myers and Ms. Kelbert will attend the CML conference. Mr. Litrenta will register the trustees for the CML conference. Ms. Myers will reach out to Ms. Kelbert about her availability to attend the conference.

The board directs Mr. Litrenta to submit the scholarship application for the CMCA conference.

Mr. Studinski makes a motion to send Mr. Litrenta to the CMCA conference in October. Ms. Pietras seconds. Motion passes 4-0.

e. Discussion and consider taking action on Ms. Jung bookkeeping contract

The board reads and reviews Ms. Jungs contract. The board would like the attorney to review Ms. Jungs contract. Mr. Litrenta will send Ms. Jungs contract to the attorney for review and the contract will be discussed and voted on at the meeting on 4.29.2025.

8. NEW BUSINESS

a. Discussion and consider taking action on Kush Valley Nats excise tax fees

The board discusses Kush Valley Nats excise tax fees. This item will be discussed at the meeting on 4.29.2025

b. Discussion and consider taking action on updating the town cell phone

The board discusses updating the town cell phone with Mr. Horsley. Mr. Studinski makes a motion to allow Mr. Horsley an allowance of \$500 to purchase a new cell phone. Ms. Scharer seconds. Motion passes 4-0.

9. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will reach out to Skoglund Excavating to get a breakdown of costs for road work on the corner of T Rd. and Garfield.
- Mr. Litrenta will pay the outstanding bills

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- Mr. Litrenta will write and distribute agendas and minutes
- Mr. Litrenta will send the attorney the exact amount due by Revel Cultivars
- Mr. Litrenta will submit the CMCA Scholarship application
- Mr. Litrenta will register trustees for the CML conference
- My. Myers will reach out to Ms. Klebert about her availability for the CML conference and get back to the clerk about which trustees are going to the conference
- Mr. Litrenta will send Ms. Jungs contract to the attorney for review
- Ms. Myers will get with the water attorney about the well at the park
- The board will prepare to review the first 20 pages of the proof code

10. TOPIC FOR FUTURE MEETINGS

- Voting on trustee vacancy
- Discussion and consider taking action on Ms. Jungs bookkeeping contract
- Discussion and consider taking action on Kush Valley Nats excise tax fees
- Working Session to review CivicPlus code proofs
- Water Meeting in May

11. ADJOURN

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

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