

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



BOARD OF TRUSTEES REGULAR MEETING

May 13th, 2025 – 5:00pm

1. CALL TO ORDER

Mayor Myers calls the meeting to order at 5:04pm

2. ROLL CALL

Mayor Myers announces there is a quorum.

Trustee Pietras
Trustee Jung
Trustee Kelbert
Trustee Scharer (Remote)
Trustee Opperman (Joins board after taking oath)

Staff
Mr. Litrenta
Mr. Horsley

3. APPROVAL OF AGENDA

a. Approval of Agenda

Ms. Jung makes a motion to approve the agenda. Ms. Kelbert seconds. Motion passes 4-0.

b. Approval of Minutes

Ms. Jung makes a motion to approve the minutes. Ms. Kelbert seconds. Motion passes 4-0.

c. Approval of Payment of Bills

Ms. Myers reads the bills publicly. The board discusses as needed. Ms. Jung makes a motion to approve the bills. Ms. Pietras 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

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

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. Litrenta makes a public comment asking about how to hook up to the town water from Well #5. Mr. Litrenta asks to have this on the next agenda.

5. REPORTS

a. Clerks Report

Mr. Litrenta reports that registration for the CML conference is complete and that he has placed the schedule in front of the trustees' seats who are going. He also reports that the rooms are booked for both the CML and CMCA conference. He also states that the CMCA Conference Scholarship application has been submitted and we will hear back in September.

b. Trustee Report

Ms. Pietras gives a report about the fire department asking for a burn ban.

Ms. Pietras gives a report about another company bidding to do the road work in town. She is waiting for a bid.

c. Mayors Report

Ms. Myers extends her condolences to Ms. Scharer due to the fire. She would like to have a fundraiser for her. She would also like to look in to the town getting a BINGO license for fundraisers or getting the fire department a BINGO license. Ms. Kelbert and Ms. Pietras will look in to organizing the party/fundraiser.

d. Water Report

Mr. Horsley reports that the town received the \$25,000 grant for improvements on Well #10.

Ms. Kelbert makes a motion that we take a break. Ms. Jung seconds. Motion passes 4-0.

The board breaks at 5:36pm.

Ms. Kelbert makes a motion to rejoin the meeting. Ms. Pietras seconds. Motion passes 4-0.

The board resumes the meeting at 5:44pm.

e. Financial Report

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

6. OLD BUSINESS

a. Swearing in of Trustee Opperman

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Mr. Litrenta reads the oath to Mr. Opperman. Mr. Opperman signs the oath and takes his seat as a trustee.

- b. Discussion and consider taking action on POTCH LLC water invoicing.

Ms. Kelbert makes a motion that the town invoice POTCH LLC every month. Ms. Pietras seconds. It will start in June for May. Motion passes 5-0.

- c. Discussion and consider taking action on road work on T road and Garfield

Mr. Litrenta presents the board the estimate from Skoglund Excavating. The board discusses the estimate and the work needed at T Rd and Garfield. Ms. Pietras will reach out to another company and ask for a bid on this work. This will be discussed at a future meeting.

- d. Discussion and consider taking action on SFCSA lease of Town of Moffat grow dome and surrounding area

Mr. Horsley speaks to the board about the Sundance Farms SFCSA lease. The board discusses. Mr. Horsley will draft a lease and present it to the attorney for review.

7. NEW BUSINESS

- a. Discussion and consider taking action on trustee notice of vacancy timeline

Mr. Litrenta presents the trustee vacancy timeline with the board and the board discusses. The board confirms the trustee vacancy notice. Mr. Litrenta will post the notice.

- b. Discussion and consider taking action on forming a planning commission

The board discusses forming a planning commission. Ms. Kelbert makes a motion that the town work on forming a planning commission. Ms. Pietras seconds. Motion passes 5-0. Ms. Jung will draft a flyer announcing formation of a planning commission.

Ms. Myers would like to form a community planning committee. She discusses with the board.

- c. Discussion and consider taking action on roads committee

The board discusses forming a roads committee. Mr. Opperman will be a member of the roads committee. The mayor would like the committee to take a survey of roads in town to include which roads need work. She would also like a 5- and 10-year plan for the roads in town. Ms. Jung will be the second member of the roads committee.

Ms. Scharer would like to join the planning commission.

- d. Discussion and consider taking action on CML Regional Meeting May 20th.

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Ms. Myers discusses with the board about attending the CML Regional Meeting May 20th. Ms. Pietras, Ms. Myers, Ms. Jung, Ms. Scharer, Ms. Kelbert and Mr. Opperman will attend this training. Mr. Horsley, Mr. Litrenta and Ms. Myers will attend training in Salida on 5.14.2025.

8. WORKING SESSION

- a. Working session on special events ordinance

The board continues to discuss and work on the special events ordinance.

9. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will file Mr. Opperman's oath
- Mr. Litrenta will post the trustee vacancy
- Mr. Litrenta will pay the bills
- Mr. Litrenta will post approved minutes
- Mr. Litrenta will draft next agenda and distribute
- Ms. Pietras will reach out to another company looking for a bid on road work
- Ms. Jung will create flyer advertising for the planning commission
- Ms. Pietras and Ms. Kelbert will reach out to the fire department about scheduling a fundraiser
- Mr. Opperman and Ms. Jung will take a survey of the town roads
- Mr. Horsley will get with GMS about the outstanding bill
- Mr. Horsley will draft a lease for SFCSA and give it to the attorney for review
- Ms. Myers will register all trustees for the Regional CML meeting on May 20th
- Ms. Myers will reach out the Nick Naveres regarding sound and special events
- Ms. Myers will work on town Facebook page
- Ms. Pietras will reach out to the fire department and let them know the Town of Moffat has adopted a fire ban

10. TOPIC FOR FUTURE MEETINGS

- Discussion and consider taking action on Resolution 2025 – 06 Official Designations
- Discussion and consider taking action on public access to water line on well #5
- Discussion and consider taking action on Special Events Planned in Moffat
- Discussion and consider taking action on Town Cloud agreement
- Discussion and consider taking action on road work on T Road and Garfield
- Discussion and consider taking on burn ban enforcement in the Town of Moffat
- Discussion and consider taking action on town clean up
- Update check signers for the town bank accounts

Ms. Pietras makes a motion to adopt a fire ban in the Town of Moffat until further notice. Ms. Kelbert seconds. Motion passes 5-0.

11. ADJOURN

Ms. Kelbert makes a motion to end the meeting. Ms. Pietras seconds. Motion passes 5-0.

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