

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



BOARD OF TRUSTEES SPECIAL MEETING

May 28th, 2025 – 6:00pm

1. CALL TO ORDER

Mayor Myers calls the meeting to order at 5:59pm

2. ROLL CALL

Mayor Myers announces there is a quorum.

Trustee Pietras
Trustee Jung
Trustee Kelbert
Trustee Scharer (Remote)
Trustee Opperman (Remote; Joins at 6:02pm)

Staff
Mr. Litrenta
Mr. Horsley

3. APPROVAL OF AGENDA

a. Approval of Agenda

Ms. Myers makes a comment about Nick Navres not being able to come to the meeting tonight to discuss the special events ordinance, but can come to discuss at a future meeting. Ms. Kelbert makes a motion to approve the agenda. Ms. Jung seconds. Motion passes 4-0.

b. Approval of Minutes

Ms. Pietras makes a motion to approve the minutes. Ms. Kelbert 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

Avery Runner makes a public comment regarding special events in Moffat and future events in town and his ability to give the board information about special events.

Jenn Waltermier makes a public comment regarding special events and sound limitations.

Mr. Litrenta makes a public comment regarding a need for a resolution to consolidate two of his properties.

Bo McKenzie makes a public comment regarding the public speaking during meetings.

5. REPORTS

a. Clerks Report

Mr. Litrenta makes a report about the planning commission notice of seeking volunteers and the affidavit he sent out to go with that.

Mr. Horsley states that Capt. Wilson from Saguache County Sheriff Department reached out to him last week regarding the decree for the Fire Ban, and wanted to know if it was Stage 1 or Stage 2 as well as he was asking for the decree.

b. Trustee Report

Ms. Kelbert gives a report on the dinner that some of the trustees went to with other local municipalities.

Ms. Jung gives a report about the dinner and her impression of the dinner.

Ms. Pietras gives a report about reaching out to the fire department about scheduling a party or BINGO night.

Ms. Pietras makes a report about her meeting with the Board of Education and the boards desire to have members of the town present to discuss housing on the June 6th meeting.

Ms. Kelbert reports about her and Ms. Jungs work on the draft Planning Commission notice of opening. The board discuss the planning commission notice of opening.

c. Mayors Report

Ms. Myers makes a public comment regarding the CML dinner and the challenges other town are facing.

Ms. Myers makes a report about a citizen that has inherited a well and is interested in sharing it with Moffat. Ms. Myers spoke with the water attorney and updates the board about her discussions with the water attorney.

Ms. Myers gives a report on the office staff attending Camp Resilience. She would like to have a working session with the board at some point to recreate that training.

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

d. Water Report

Mr. Horsley states that the Town of Moffat has begun the process of chlorinating Well #10 as the grant was awarded and started on 5.15.2025.

Mr. Horsley states that he attended Sanitary Survey Training in Alamosa and has prepared a new ordinance for the Town to have a Cross Connection Control Program, and is working on SOPs for the processes regarding the Program.

Mr. Horsley states that he is working with CDPHE and RCAC regarding the Basic Design Review to submit to CDPHE engineers for approval.

Mr. Horsley states that he plans to get samples for the project in the months of June and July as they do need to be in two separate months.

Mr. Horsley states that a plan of action to take the samples to a lab in Denver is being developed with CDPHE to ensure there are no delays due to waiting for lab results.

Mr. Horsley states that the Town is in talks with Tysen Monroe about a waste water project that could potentially impact the school as well in a very positive and sustainable way, and would like further direction from the Board if they are interested in him taking time to dive into the waste water management side of things.

Mr. Horsley states that he is concerned about the citizens who want to hook up to Well #5 and would like guidance on how to further handle this subject.

Mr. Horsley states that he is willing to reach out to POTCH LLC to get permission to hook up two potential customers in the year 2025.

6. OLD BUSINESS

a. Discussion and consider taking action on Special Events Planned in Moffat

The board discusses how to handle current special events planned in Moffat and how to address those. The meeting packet contains the most current special event application. The board discusses. The board will further address this at the next meeting.

b. Discussion and consider taking action on Town Cloud agreement

Mr. Horsley discusses with the board the 1- or 3-year Town Cloud Contract. Ms. Kelbert makes a motion to purchase the 3-year purchase for town cloud. Ms. Scharer seconds. Motion passes 5-0.

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

Ms. Pietras discusses with the board a proposal from Avalanche Excavating for work to be done on T road and Garfield, by Dollar General. Avalanche Excavating presents to the board. The board discusses. Two bids are received, one from Skoglund Excavating and one from Avalanche Excavating. Ms. Scharer 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

makes a motion to go with the Skoglund Excavating Bid. Ms. Kelbert seconds. Ms. Kelbert, Ms. Scharer, Mr. Opperman, and Ms. Pietras vote yay. Ms. Jung votes nay.

- d. Discussion and consider taking action on town clean up

The board discusses a town cleanup day. The Mayor would like Mr. Opperman to manage this. Mr. Horsley will organize the town clean up.

7. NEW BUSINESS

- a. Discussion and consider taking action on Resolution 2025 – 06 Official Designations

The board discusses Resolution 2025-06, Mr. Litrenta reads the Resolution aloud. Ms. Pietras makes a motion to adopt Resolution 2025-06. Ms. Kelbert seconds. Motion passes 5-0.

- b. Discussion and consider taking action on public access to water line on well #5

Mr. Litrenta takes a seat with the public and the board discusses getting the public access to the water line on Well #5. POTCH states they have liability issues with customers hooking up to the well. The town will investigate further.

- c. Discussion and consider taking on burn ban enforcement in the Town of Moffat

The board discusses the Town of Moffat burn ban and discusses a decree. Ms. Myers reads the decree publicly. Ms. Kelbert makes a motion to accept the Stage 2 fire ban decree. Ms. Pietras seconds. Motion passes 5-0. The town staff will post the ban and give it to the Sheriff.

- d. Update check signers for the town bank accounts

Ms. Kelbert makes a motion to make Ms. Pietras a check signer. Mr. Opperman seconds. Motion passes 5-0. Ms. Kelbert will get the bank signer documents from Alamosa State Bank. Ms. Kelbert makes a motion to have Tamalynn be a bank signer. Ms. Pietras seconds. Motion passes 5-0.

The board discusses the lease from Sundance Farms CSA LLC. Edits will be made to the lease and sent to the clerk to forward to the attorney for review. Mr. Litrenta will also reach out to CIRSA regarding insurance.

8. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will prepare Resolution 2025 - 07 Consolidation of Litrenta Lots for board review at the next meeting
- Ms. Jung and Ms. Kelbert will make final edits to planning commission notice of opening
- Mr. Litrenta will format and post the notice of planning commission opening
- Mr. Litrenta will post last meetings minutes
- Mr. Litrenta will draft agenda and assemble meeting packet
- Mr. Litrenta will post Resolution 2025 - 06 - Official Designations
- Mr. Litrenta will post the Fire Ban Decree

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

- Mr. Horsley will send the Decree to the Saguache County Sheriff
- Staff and board will develop questions that should be addressed by enforcing the current special event ordinance.
- Mr. Litrenta will reach out to CIRSA to get insurance arranged for Sundance Farms CSA lease and Farmers Market.
- Mr. Horsley will send Sundance Farms CSA Lease to Mr. Litrenta to send to the attorney for review.
- Ms. Pietras will reach out to the Dollar General to see if they would help out financially with road improvements
- Ms. Pietras will reach out to the fire chief about the town fire department hosting BINGO
- Mr. Horsley, Ms. Kelbert, and Ms. Myers will work on developing a new contract for Well #5
- Ms. Pietras will reach out to Road and Bridge at the county to see if they can offer any assistance on the road in front of Dollar General
- Mr. Opperman will get with Ms. Jung to do surveying of the roads in Moffat
- Mr. Horsley will organize a trash cleanup day, and reach out to the county about any assistance they may be able to provide
- Ms. Kelbert will get the documents for new bank signers

9. TOPIC FOR FUTURE MEETINGS

- Discussion and consider taking action on Resolution 2025-07 Consolidation of Litrenta Lots
- Discussion and consider taking action on the process for issuing special event permits
- Discussion and consider taking action on Sundance Farms CSA lease of town property and farmer's market.
- Voting/Appointment for new trustee to fill vacancy
- 6.10.2025 Special Events Ordinance work with Nick Navares

10. ADJOURN

Ms. Kelbert makes a motion to adjourn the meeting. Ms. Scharer seconds. Motion passes 5-0.

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