

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



BOARD OF TRUSTEES REGULAR MEETING

June 10th, 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 Kelbert

Trustee Scharer (Arrives at 6:57pm; Leaves before the end of meeting, does not vote)

Trustee Opperman

Staff

Mr. Litrenta

Mr. Horsley

3. APPROVAL OF AGENDA

a. Approval of Agenda

Ms. Kelbert makes a motion to approve the agenda. Mr. Opperman seconds. Motion passes 3-0.

b. Approval of Minutes

Mr. Opperman makes a motion to approve the minutes. Ms. Klebert seconds. Motion passes 3-0.

c. Approval of Payment of Bills

Ms. Myers reads the bills publicly. Mr. Litrenta explains the charge for the hotel room for the CMCA Conference was read last month but won't be charged until the stay is complete. Mr. Opperman makes a motion to approve the payment of the bills. Ms. Pietras seconds. Motion passes 3-0.

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

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Meeting ID: 864 2257 8056

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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.

Mike Biggio makes a public comment regarding water in the Town of Moffat. Specifically, Well #5, and water for the fire department. Mr. Biggio proposes a meeting with Kevin Boyle from the DWR to discuss water. He also discusses Well #10. He asks the board to get a water work group session.

Bo Mckenzie makes a public comment about his progress on his special events application. He asks to hang a flyer at town hall about the special event he is holding.

Bill Eastman speaks about water at the fire department. Ms. Myers asks about when the fire ban can be lifted. He tells the board that due to moisture it can be lifted. The board discusses lifting the fire ban.

Mr. Litrenta makes a public comment about getting residential water from Well #5 and asks about the boards progress.

5. REPORTS

a. Clerks Report

Mr. Litrenta discusses with the board the insurance information he got for Sundance Farms CSA.

Mr. Litrenta explains that he has been working on notifying business that their license is expired. And provides an update on this topic to the board. Mr. Litrenta will reach out to businesses that have expired licenses as needed

Mr. Litrenta gives the board an update on sales tax. He discusses that Moffat is a statutory town and that entities doing business in Moffat use the Sales and Use Tax System to pay the state who then distributes to Moffat. Moffat's tax rate is 2%. He also discusses with the board sales tax and farmers market vendors.

Mr. Litrenta discusses with the board the possibility closing the excise tax account. The board agrees that the town can close the excise tax account.

b. Trustee Report

Mr. Opperman gives an update on meeting with Skoglund Excavating.

Mr. Opperman updates the board his road inventory and assessment.

Ms. Pietras went to the board of education meeting and updates the board about the meeting to include their building of tiny homes. She also asked the school about if they have looked in to work done on Garfield. She has not heard back.

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Ms. Pietras also spoke to road and bridge about getting work done on town roads and she provides an update to the board. Road and bridge said that can't bid against private companies.

Ms. Myers says the county approved sending a dumpster to the town of Moffat for clean-up.

c. Mayors Report

Ms. Myers provides an update on her conversation with the attorney regarding utilizing the old Special Events Ordinance.

Ms. Myers provides an update on filling the trustee vacancy.

d. Water Report

Water report is the first report.

Mr. Horsley states that the grant process is going well and the bdr is the next step in the process.

Mr. Horsley states that he is aware that the town cannot use the water from its system to support the grow dome.

Mr. Horsley states that at this point there is no need to worry as we are already engaged with our town attorney and Kevin Boyle at dwr about putting a meter on this well to get more usage than just commercial exempt at Town Hall.

Mr. Horsley has been working with CAC to get grants for water. To include water to the fire department.

Mr. Horsley states that the post award meeting will be scheduled soon with Margaret Bauer and it is a requirement for the mayor and the ORC to attend per her request.

Mr. Horsley states that he is working on SOPs this week.

Mr. Horsley states that he missed sending the quarterly letters out for our ongoing violations and we'll get those out this week. CDPHE's aware.

e. Financial Report

Mr. Litrenta gives the town financial report. Mr. Litrenta provides an update on the low sales tax distribution from April. Mr. Litrenta says the town could close the capital improvements account. The board discusses as needed.

6. OLD BUSINESS

a. Discussion and consider taking action on website ADA Compliance

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Mr. Horsley provides the board with an ADA Website compliance update. The board directs Mr. Horsley to inquire about using AI to make documents compliant. Mr. Horsley will look in to options for making pdfs on the website compliant.

b. Discussion and consider taking action on Sundance Farms CSA lease

Ms. Myers gives an update on the Sundance Farms CSA lease and that Sundance farms will get insurance and add Moffat as additionally insured. Ms. Kelbert makes a motion to approve the lease. Mr. Litrenta mentions that there is no lease in the meeting packet. Ms. Kelbert withdraws her motion.

Ms. Kelbert makes a motion to take a break. Mr. Opperman seconds. Motion passes 3-0.

The board breaks at 6:57pm.

Ms. Kelbert makes a motion to come back in to session. Mr. Opperman seconds. Motion passes 3-0.

Ms. Myers provides the board with the final draft of the lease from Sundance Farms CSA and the Town of Moffat. The board reviews.

Ms. Kelbert makes motion to approve the lease between Sundance Farms and the Town of Moffat. Ms. Pietras seconds. Motion passes 3-0.

Ms. Jung will sign the lease as Mayor Pro Tem.

c. Discussion and consider taking action on Resolution 2025-08 – A Resolution adopting the Sundance CSA lease

Ms. Kelbert makes a motion to approve Resolution 2025-08 A Resolution adopting the Sundance CSA lease. Ms. Kelbert reads the first part of the lease aloud. Mr. Opperman seconds. Motion passes 3-0.

Ms. Kelbert makes a motion to remove the fire ban. Mr. Opperman seconds. Motion passes 3-0.

7. WORKING SESSION

a. Working session on town special events ordinance

The board conducts a working session on the Town Special Events Ordinance. The board openly discusses and discusses with the citizens as needed. Ms. Kelbert, Ms. Pietras and Mr. Opperman will be on the noise ordinance committee.

b. Working session on town codification

The board conducts a working session on the Town codification. The board openly discusses and discusses with the citizens as needed.

8. ACTION ITEMS FOR FUTURE MEETINGS

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- Mr. Litrenta will post approved minutes
- Mr. Litrenta will draft next week's agenda and meeting packet
- Mr. Litrenta will send out draft minutes for review
- Mr. Litrenta will pay the bills
- Mr. Horsley will look in to pdf compliance options for the town website
- Mr. Litrenta and Ms. Jung will work on transferring \$30,000 from the excise to the water account
- Mr. Litrenta and Ms. Jung will work on closing the excise and capital improvements account and transferring the funds to the general fund account
- Mr. Litrenta will file the Sundance CSA Lease
- Mr. Litrenta will file Resolution 2025-08
- Ms. Myers will reach out to Civic Plus and ask about the codification
- Ms. Pietras will talk to the county about getting a dumpster for a town clean up
- Mr. Opperman will make a list identifying what roads need the most attention in Moffat
- Ms. Kelbert, Mr. Opperman and Ms. Pietras will research noise ordinances in other communities

9. TOPIC FOR FUTURE MEETINGS

- Discussion and consider taking action on a noise ordinance
- Roads report
- Working Session on a Special Events Ordinance
- Discussion and consider taking action on Kush Valley Naturals refund

Mr. Opperman makes a motion to set a working session with POTCH LLC on July 15th. Ms. Kelbert seconds. The board discusses. Motion passes 3-0.

10. ADJOURN

Ms. Kelbert makes a motion to adjourn. Mr. Opperman seconds. Motion passes 3-0.

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