

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



TOWN OF MOFFAT | EST. 1911

BOARD OF TRUSTEES SPECIAL MEETING

June 18th, 2024 - 6:00pm

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Mayor Lopez announces that there is a quorum.

Trustee 1 – Myers (Remote)
Trustee 2 - Berger (Remote)
Trustee 3 – Kelbert
Trustee 4 – Studinski (Arrives at 6:23)
Trustee 6 – Catts

STAFF PRESENT

Mr. Horsley
Mr. Litrenta

4. APPROVAL OF AGENDA

a. Approval of Agenda

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

b. Approval of Minutes

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

5. PUBLIC COMMENT

Public comment provides a time for community members to present their views to the Board of Trustees. This segment is the only opportunity for the public to comment on any agenda item or other subjects of concern. Everyone is asked to express their viewpoints within a three-minute time allotment to allow all voices to be heard. The Board will consider all public input as we plan for future discussions but will not engage in immediate dialogue or make any decisions on these matters during this segment. Comments that are raised during this time may be considered for inclusion on the agenda

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of a future meeting. Civility is expected throughout the comment, and personal attacks are not tolerated.

Terry Ferri would like to go on record that roads on his property are being blocked by stumps and he hopes that it can be resolved.

6. REPORTS

a. Clerks Report

Mr. Litrenta asks the board how he should proceed with the pending business licenses and the new business license ordinance. He was advised by the board to give the applications the option to issue the license now but only until December 31st, or wait until the new ordinance is in effect and issue it for a year.

Mr. Litrenta says he is trying to get training on CommonLook which is the software that will make our website ADA compliant but responses take a while.

Mr. Litrenta says he thinks the cannabis ordinance should be on the next agenda.

Mr. Horsley States that he had training today with Ms. Kyra Gregory from CDPHE regarding regulatory reporting.

Mr. Horsley states that he completed an inspection on Well 4 last week and discovered potential microbiological contamination. A Public Notice informing the public to obtain drinking water from another source has been hand delivered to the consumers of Well 4. Total Coliform Bacteria sample was taken and the test results read that the water was absent of bacteria.

Mr. Horsley states that he is working on Well 4 to address the aforementioned contamination. The Polymer tank was cleaned today per CDPHE guidance. Tomorrow, a Total Coliform Bacteria sample will be taken and sent to the lab. Additionally, a Public Notice that the residents may start using the well water to drink will be sent out upon clean lab results.

b. Mayors Report

Mr. Lopez will give a report on the playground inspections checklist next meeting.

Mr. Lopez shares and explains the project planner that he shared with the board and staff. He would like this to be a part of every meeting.

The board would like a report on the park on future meetings.

c. Trustee Report

Mr. Catts says the mowing is important

Ms. Myers was not able to reach out to the SUCCEED director as there was an accident. She still plans on reaching out as soon as possible. She asks that item 7 a. be tabled

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Ms. Kelbert asks to be notified when the board reaches out or hears from the attorney. Mr. Horsley says there is a meeting scheduled for the end of the month with the water team.

Mr. Studinski says the clerk sent an email about water on February 27th with a lot of information about water that he believes could be informative.

Mr. Catts says it's important that people mow and their neighbors mow because there are grasshoppers.

Ms. Justice has offered to bring sandwich for a meeting with Ray Neumyer about water.

7. OLD BUSINESS

- a. Discussion with SUCCEED director on how SUCCEED can help Moffat with community development.

Mr. Horsley says he plans on reaching out to SUCCEED to see if they can help with the water engagement.

Mr. Catts makes a motion to table this item. Ms. Kelbert seconds. Motion passes 4-1.

- b. Discussion about public outreach for water meeting on July 9th

Mr. Horsley states that he would like finger foods, and bottled water.

Mr. Horsley asks to have a budget of \$400 for food for the public outreach water meeting.

Ms. Kelbert makes a motion to allow Mr. Horsley to spend \$400 on food for the public outreach water meeting. Mr. Catts seconds. Motion passes 5-0.

Mr. Horsley will invite Randy Snead from Dola, Kyra and any of her team that will join, as well as a TBD special guest (Ann).

Mr. Horsley would like to have a 20 to 30 min outreach pitch, seconded by an open forum panel discussion, with a six-member panel to include: The Clerk; The Mayor; A Trustee (Patty); CDPHE; DOLA; and The Water Operator.

Mr. Horsley would like a time after the Panel Discussion, for potential consumers to sign contracts.

Mr. Studinski would like to request specifically that the benefits and the growth potential be explained during the July 9th meeting.

The board discusses other items that they would like to see at the July 9th water system public outreach meeting,

- c. Discussion and consider taking action on election IGA for a potential election in fall 2024 or spring 2025

The board discusses the potential election that may happen this fall.

Mr. Horsley states that he has filled out the IGA as far as he can, and is ready for the board to add language.

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Mr. Horsley states that the language must be determined first so that the Bookkeeper can fill out the financial section.

Mr. Lopez will work with the attorneys to develop the ballot language, pros and cons, and IGA packet. All of this must be completed by July 26th.

The board will look to have an election in April of 2025.

d. Discussion of Park Maintenance

The board discusses park maintenance.

Mr. Horsley states that the park needs a work day in order to install new trash cans, get cameras connected to a computer or phone, the tanks need to be scheduled for pumping, and multiple Park Safety Inspection concerns.

Mr. Lopez will work on the park maintenance on 6.19.2024.

Mr. Horsley states that there is sports equipment sitting in the green shed untouched.

e. Discussion of road maintenance process

The board discusses the road maintenance process and solutions to road issues in town. Mr. Catts has volunteered to manage road maintenance in town.

Ms. Kelbert makes a motion that the board delegate Jason Catts as the road maintenance manager. Mr. Studinski seconds. Motion passes 5-0.

Mr. Catts makes a motion to approve the purchase of 12 bags of concrete. Ms. Kelbert seconds. Motion passes 5-0.

f. Discuss, conduct a public hearing and reading, and consider taking action on Ordinance 2024-01 Which Amends Ordinance NO. 3-2009 An Ordinance Amending the Business License Ordinance for The Town of Moffat

Mr. Studinski introduces Ordinance 2024-01

Mr. Litrenta reads Ordinance 2024-01 Which Amends Ordinance NO. 3-2009 An Ordinance Amending the Business License Ordinance for The Town of Moffat.

Mr. Lopez opens the floor to public comment. No public comment is given.

Ms. Kelbert makes a motion approve Ordinance 2024-01. Mr. Studinski seconds. Motion passes 5-0.

Mr. Litrenta will contact the Saguache Crescent and publish this Ordinance as soon as possible.

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- g. Discuss, conduct a public hearing and reading, and consider taking action on Ordinance No. 2024-02 An Ordinance Amending Ordinance 2019-16 Establishing Excise Tax Procedures & Penalties for The Town of Moffat, Colorado

Mr. Studinski introduces Ordinance 2024-02.

Mr. Studinski reads Ordinance No. 2024-02 An Ordinance Amending Ordinance 2019-16 Establishing Excise Tax Procedures & Penalties for The Town of Moffat, Colorado

Mr. Lopez opens the floor to public comment.

Ms. Justice asks who wrote the ordinance. Mr. Lopez says it was the clerk with the attorney. Ms. Justice compliments the ordinance and says it was really well thought out.

Mr. Studinski explains the goal and purpose of this ordinance.

Mr. Catts makes a motion approve Ordinance 2024-02. Mr. Studinski seconds. Motion passes 5-0.

Mr. Litrenta will contact the Saguache Crescent and publish this ordinance as soon as possible.

Mr. Lopez, Mr. Catts, Ms. Kelbert disclose that they own cannabis companies in the Town of Moffat.

Ms. Kelbert makes a motion to enter a 10-minute recesses. Mr. Studinski seconds. Motion passes at 5-0.

The board enters a recess at 8:11pm.

Mr. Studinski makes a motion to resume the meeting. Ms. Kelbert seconds. Motion passes 4-0. Mr. Berger was not present to vote.

Meeting resumes at 8:18pm.

- h. Discuss and consider taking action on Resolution 2024 -16 Approving New Signers for Bank Accounts

Mr. Lopez reads Resolution 2024 -16 Approving New Signers for Bank Accounts.

Mr. Studinski makes a motion to approve Resolution 2024-16. Mr. Catts seconds. Motions passes 5-0.

8. **NEW BUSINESS**

- a. Discussion of roads on Phase II

The board discusses the ownership of roads on Phase II of AREA 420 to include management. Mr. Lopez will notify Mr. Ferrari that the town does not own the roads in question.

9. **EXECUTIVE SESSION**

10. **ACTION ITEMS FOR NEXT MEETING**

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- Mr. Litrenta will contact the Saguache Crescent to have the approved ordinances published in the paper
- Mr. Lopez will contact Mr. Ferrari and inform him that the town does not own the roads in question.
- Mr. Lopez will develop potential ballot language
- Mr. Studinski will go to the bank to submit bank signer paperwork
- Mr. Studinski will pick up 12 bags of cement
- Mr. Studinski will forward an email he found regarding water in the Town of Moffat
- Mr. Catts will mow around Well #4
- Mr. Lopez will replace the trash cans in the park
- Mr. Catts will reach out to Skoglund Excavating regarding road maintenance
- Mr. Catts will manage the road signs in town

11. TOPIC FOR NEXT MEETING

- Executive Session regarding water negotiations
- Executive session regarding POTCH LLC refund
- Executive session regarding CIRSA claim
- Park Maintenance
- Park Grants
- Discussion and consider taking action on Cannabis Ordinance

12. ADJOURN

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

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