

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



TOWN OF MOFFAT | EST. 1911

BOARD OF TRUSTEES SPECIAL MEETING

June 3rd, 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 Kelbert
Trustee Scharer (Remote; Arrives at 6:13pm)
Trustee Opperman

Staff
Mr. Litrenta
Mr. Horsley

3. APPROVAL OF AGENDA

a. Approval of Agenda

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

b. Approval of Minutes

Ms. Kelbert makes a motion to approve the minutes. Mr. Opperman 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

Quinten Mann from the fire department makes a public comment about getting potable water at the fire department.

Ms. Myers asks Mr. Mann to ask the chief to let the town know when it is safe to lift the fire ban.

Mr. Mann says he will do that and then also announces there is a Cajun boil at the fire station in Moffat this weekend.

Avery Runner makes a public comment about an event proposal he gives to the board, and also sound mitigation techniques he is looking to implement at his special events. He discusses his proposed special event with the board.

Steven Cullen makes a public comment about having more public interaction during the meeting. He wants the board to add a public comment at the end of the meeting. Ms. Myers responds by stating that the board meetings are meetings where the board conducts business in public but that the town is working on expanding their outreach.

5. REPORTS

a. Clerks Report

Mr. Litrenta reminds the board that we should start thinking about the election soon and that he is going to start looking in to and developing that process.

Mr. Litrenta says the board should start considering if they want to adopt pay for the next elected trustees and mayor and if so, how much, and then develop a resolution stating any applicable pay.

Mr. Litrenta asks the board for clarification on if to reach out to Skoglund Excavating to do work on T Rd. and Garfield? The board confirms that they want Skoglund Excavating to complete that work. Mr. Opperman, with the help of Mr. Litrenta, will reach out to Skoglund Excavating to schedule that work.

Mr. Litrenta informs the board that he has gotten complaints about Broadway and that Skoglund was free tomorrow to blade. The board directs Mr. Opperman to reach out to Skoglund Excavating to blade Broadway. Mr. Opperman will meet with Mr. Litrenta tomorrow morning to discuss getting in contact with Skoglund Excavating.

b. Trustee Report

Ms. Pietras gives an update on trying to reach out to the Dollar General about getting help fixing the road going in to the Dollar General. She got no response and will keep the board informed.

Me. Pietras reached out to road and bridge about getting assistance with the road going in to the Dollar General. She was told that they do not think that area is one of the commissioners planned areas of improvement.

Ms. Myers reached out to the commissioners about getting a sales tax grant to fix T Road and Garfield, and was told they will look at it and get back to Moffat.

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Ms. Pietras reached out to the fire departments and was told that they need potable water at the fire station.

Ms. Pietras asked the fire departments about the BINGO night and the fire department told her they will look in to it. She was told by the fire department that the town could get a gambling license. Ms. Myers explains the challenges associated with the town getting a gambling license.

Ms. Jung finished the Planning Commission notice and distributed it. Mr. Litrenta will post the notice.

c. Mayors Report

No report from the mayor. The mayor answered emails.

d. Water Report

Everything is still pending. Mr. Horsley speaks to getting potable water to the fire department, specifically off of well 10.

6. OLD BUSINESS

a. Voting/Appointment for new trustee to fill vacancy

Mr. Litrenta reports that the town received no LOIs to fill the Town Board vacancy. He asks for direction from the board. Ms. Myers will reach out to the attorney for guidance on what the town can do.

b. Discussion and consider taking action on the process for issuing special event permits

The board discusses proper enforcement of the current fee ordinance. The board directs the clerk to enforce Ordinance 2018-3 to all parties interested in holding a special event in the most practical way possible for that event. This will include a \$25 fee for each event. As well as the clerk bringing the application before the board for review before the notice of the event is posted.

The board discusses sales tax at events. Mr. Litrenta will reach out to the DOR about how sales tax works in Moffat and vendors at events in Town.

Mr. Opperman makes a motion to take a 10-minute break. Ms. Pietras seconds. Motion passes 5-0.

The board recesses at 7:25pm.

Ms. Pietras makes a motion to return to session. Mr. Opperman seconds. Motion passes 5-0.

The board reconvenes at 7:38pm.

c. Discussion and consider taking action on Sundance Farms CSA lease of town property and farmer's market.

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Ms. Myers forwards to the board the attorney edits. This document is not in the meeting packet. The board discusses and makes the edits as needed. Mr. Litrenta will draft a Resolution adopting the Sundance CSA lease.

7. NEW BUSINESS

- a. Discussion and consider taking action on Resolution 2025-07 consolidation of Litrenta lots

Mr. Litrenta recuses himself as clerk and sits in the audience. He explains to the board the documents he submitted. Ms. Kelbert makes a motion to approve Resolution 2025-07. Mr. Opperman seconds. Motion passes 5-0.

8. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will draft agenda
- Mr. Litrenta will assemble and distribute meeting packet
- Mr. Litrenta will post approved minutes
- Mr. Litrenta will distribute minutes
- Mr. Litrenta will post Resolution 2025-07
- Mr. Litrenta will post the Planning Commission notice.
- Ms. Myers will reach out to the attorney regarding timeline for filing the trustee vacancy.
- Mr. Litrenta will reach out to the DOR regarding sales tax in the town of Moffat
- Mr. Litrenta will follow up with CIRSA again to inquire about insurance for Sundance Farms CSA
- Ms. Myers and Mr. Horsley will make the edits to the Sundance CSA lease
- Mr. Litrenta will make a Resolution Adopting the Sundance CSA lease
- Mr. Opperman will get in contact with Mr. Litrenta to get Skoglund contact information and schedule road maintenance
- Mr. Opperman will do a roads survey
- Mr. Horsley will mow the town property
- Ms. Pietras will reach out to the county and give them an update on the towns needs and abilities to conduct improvements on Garfield

9. TOPIC FOR FUTURE MEETINGS

- Working session on special events ordinance
- Working Session on town code
- Discussion and consider taking action on ADA compliance
- Signing of Sundance CSA lease
- Signing of Resolution 2025-08 - Adopting Sundance Farms lease

10. ADJOURN

Mr. Opperman makes a motion to adjourn. Ms. Jung seconds. Motion passes 5-0.

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