



TOWN OF MOFFAT | EST. 1911

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

BOARD OF TRUSTEES SPECIAL MEETING

July 16th, 2024 - 6:00pm

1. CALL TO ORDER

Mayor Lopez is absent Mayor Pro Tem Don Studinski calls the meeting to order at 6:01pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Mayor Pro Tem Studinski announces that there is a quorum.

Trustee 1 – Myers
Trustee 2 - Berger (Remote)
Trustee 3 – Kelbert
Trustee 4 – Studinski (Mayor Pro Tem)
Trustee 5 - Reichwald
Trustee 6 – Catts

STAFF PRESENT

Mr. Horsley
Mr. Litrenta

4. APPROVAL OF AGENDA

a. Approval of Agenda

Mr. Reichwald makes a motion to approve agenda. Mr. Catts seconds. Mr. Reichwald, Mr. Catts, Mrs. Myers, Mrs. Kelbert. Vote yes. Mr. Berger votes no. Motion passes 4-1.

b. Approval of Minutes

Mr. Reichwald makes a motion to approve the minutes. Mr. Catts seconds. Motion passes 5-0.

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

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

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

Calixto Bello makes a public comment regarding the festival and the noise. He wants to clarify and discuss what happened.

Megan Bello also makes a public comment regarding the festival and noise.

Mr. Litrenta makes a comment about board attendance

Ms. Patricia Reigel makes a public comment about water and a water system in the Town of Moffat.

6. REPORTS

a. Clerks Report

The clerk says that a citizen has filed a business license for a liquor store in Moffat and he would like assistance being that this is a liquor store and this seems new and different. Ms. Myers will look in to what the process for a liquor license approval is.

Mr. Litrenta tells the board that a citizen said he has already paid and provided the town a copy of a receipt from 2022 where the "for" says 6 grows. Mr. Litrenta told the citizen that the fee is \$50 but the citizen wants the fees to be paid out of this payment. Mr. Litrenta asks the board for advice. The board does not consider the receipt in the meeting packet as payment and says the citizen must pay the \$50 for a business license.

A citizen has asked that his property be assigned with the address 420 6th street. Mr. Litrenta explains this is not aligned with the address assignment scheme in Moffat but the citizen told Mr. Litrenta that a board member said this should be fine. Mr. Litrenta asks for direction from the board. Mr. Litrenta is told to follow the address assignment guidelines.

Mr. Litrenta says that he reached out to Gerry from FIGGRO about updating the FIGGRO platform. Gerry told him that FIGGRO could do this but there would be fees associated with this change and he will be putting together a proposal for the town to review.

Mr. Litrenta reminds the board about the changes potentially required to the excise tax ordinance and asks the board if they would like to have these changes made or discussed. Mr. Litrenta will make the edits and this item will be on the next agenda.

Mr. Litrenta tells the board he got a renewal fee for the International League of Cities. He looked it up and could not find such an organization. He also has never seen anything in the office about this organization. He confirms with the board that he will disregard this notice.

b. Mayors Report

No mayors report.

c. Trustee Report

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

Ms. Myers has begun a weed survey in town. She is trying to map out the areas of where the Russian Knapweed is, and will then send a letter to the owners of the property. She will also look in to proper ways to mitigate this weed. She will bring a letter to the next meeting to present to the board.

Ms. Myers talked to CML about training opportunities for the board and staff. She talked to the mayor and thinks training would be beneficial.

Mr. Catts talked to Skoglund Excavating and Skoglund Excavating is willing to provide the town with a breakdown of itemized tasks and costs.

Mr. Catts also tried to work on weed mitigation but had trouble identifying plants. Ms. Myers has offered to help Mr. Catts identify certain weeds.

Ms. Kelbert was supposed to meet with Kyra Gregory and Mr. Horsley but the meeting was cancelled and will be rescheduled.

7. OLD BUSINESS

a. Discussion of Los Santos LLC Refund Request

Mr. Lazaro Rodriguez discusses with the board why he wants a refund.

Mr. Reichwald makes a motion to refund the \$2500 to Mr. Rodriguez and Los Santos LLC. Mr. Catts seconds. Motion passes 5-0.

b. Discussion About Community Engagement

The board discusses the previous meeting and community engagement. The board agrees to tentatively have a second community engagement meeting about water on August 8th 2024. Ms. Myers discusses holding community listening events with the members of the community. The first community listening event will be on August 15th 2024.

c. Discussion and Review of Cannabis Ordinance

Mr. Studinski take roll call on who has read the cannabis ordinance and its edits. Mr. Reichwald makes a motion to table this item. Ms. Kelbert seconds. Motion passes 5-0.

The board discusses when to have a working session to discusses this ordinance. The board will have a working session on 7. 19.2024 at 11am.

d. Discussion About Election Timing and Ballot Issues

The board discusses ballot issues and timing of elections. Mr. Reichwald makes a motion to give Mr. Studinski permission to communicate with the town attorney. Ms. Kelbert seconds. Motion passes 5-0. The board continues to discuss election timing and election subject matter. The board will look in to public interest in to a trustee reelection. Mr. Reichwald makes a motion to move all election matters to April of 2025. Ms. Kelbert seconds. Motin 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

e. Discussion of Ballot Language

Mr. Litrenta presents to the board the draft ballot language and the board discusses. Mr. Catts makes a motion to set the occupational tax in the ballot language at \$2000 annually on renewals. Ms. Myers seconds. Mr. Catts. Mr. Reichwald, Ms. Kelbert and Ms. Myers vote yes. Mr. Berger votes no. Motion passes 4-1.

f. Discussion About Website ADA Compliance

Mr. Litrenta explains that he has a been unable to attend any of the trainings thus far and a lot of his time has been focused on other tasks. Mr. Litrenta will continue with training. Mr. Reichwald will look in to competitors for ADA website compliant software/companies.

8. NEW BUSINESS

a. Discussion and Consider Taking Action on Poisonous Weed Mitigation in Town

Ms. Myers and Mr. Catts will work together on hazardous weed mapping.

b. Ordinance Enforcement Discussion

The board discusses ordinance enforcement processes and challenges.

9. EXECUTIVE SESSION

Mr. Reichwald makes a motion to table the executive session. Mr. Catts seconds. Motion passes 5-0.

The Town Board may, upon 2/3 vote of the Town Board, convene into Executive Session:

1. Negotiation of the existing Water Resources Agreement between Potch, LLC and the Town of Moffat, including discussion of the potential purchase, acquisition, lease, transfer or sale of real, personal, or other property interests of the Town of Moffat related thereto pursuant to C.R.S §§ 24-6-402(4)(a), and (e)(I).

10. ACTION ITEMS FOR NEXT MEETING

- Ms. Kelbert and Ms. Myers will look in to liquor licensing process
- Mr. Studinski will call attorney about ballot language
- Ms. Kelbert and Ms. Myers will work on developing useable maps for the town
- Develop rules for refunds of submitted fees
- Third Thursday of each month at 6pm will be community listening meetings
- Mr. Horsley will develop an election calendar for an election in April 2025
- Mr. Reichwald will research alternative vendors for ADA website compliance
- Ms. Myers will gather community input regarding ordinance enforcement
- Ms. Myers and Mr. Catts will map hazardous weeds in town
- Mr. Litrenta will communicate address assignment feedback to address applicant
- Mr. Catts will put up street signs
- Mr. Litrenta will make edits to ballot language and send to attorney for review
- Mr. Litrenta will do ADA website training
- Mr. Litrenta will make edits to Ordinance 2024-02
- Mr. Litrenta will issue refund to Los Santos LLC

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

11. TOPIC FOR NEXT MEETING

- Working session on cannabis ordinance on 7.19.2024 at 11am
- Discussion and consider approval of amendments to ordinance 2024-02
- Jon executive session topic
- Discussion of noise and disturbance from the festival in Town of Moffat
- Discussion of sales tax collection for festival
- Discussion of fines for festival
- Discussion of planning commission
- 8.8.2024 will be a follow up to community engagement water meeting

12. ADJOURN

Ms. Myers makes a motion to adjourn. Ms. Kelbert 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