

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



BOARD OF TRUSTEES SPECIAL MEETING

July 29th, 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 Kelbert (Remote)
Trustee Jung
Trustee Opperman
Trustee Sarmiento (Arrives at 6:01pm)
Trustee Scharer

Staff
Mr. Litrenta
Mr. Horsley

3. APPROVAL OF AGENDA

a. Approval of Agenda

Ms. Jung makes a motion to approve the agenda. Mr. Opperman seconds. Motion passes 5-0.

b. Approval of Minutes

Ms. Jung makes a motion to approve the minutes. Ms. Scharrer seconds. Motion passes 6-0.

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

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<https://us02web.zoom.us/j/86422578056?pwd=c3RVdWFLZEJDN2ZjdmxjTVlpeWVjdz09>
Meeting ID: 864 2257 8056
Passcode: 592122

Mr. Richard Schaffer makes a public comment and introduces himself to the board and makes a public comment regarding water in Moffat.

Ms. Whitney Justice makes a public comment regarding getting water to citizens from Well #5, and the water agreement between the Town and POTCH LLC.

5. REPORTS

a. Clerks Report

Mr. Litrenta asks the board if he can get the office door looked at as it is very hard to open.

Mr. Litrenta discusses buying a vacuum for Town Hall. He also asks the board to be able to purchase necessary items to keep Town Hall functioning and clean.

Mr. Horsley makes a comment that the town needs a weed eater.

Mr. Litrenta is directed to purchase these items and the board asks Mr. Litrenta to write a resolution authorizing the clerk to spend up to \$1000 on items necessary for Town operations.

b. Trustee Report

Ms. Pietras reports to the board about getting dumpsters for a town clean-up day.

Mr. Opperman reports that he went and got specs for road work by the Dollar General.

Mr. Sarmiento makes a public comment about park cleanliness, he asks for the board to address it and the board says that Mr. Sarmiento can go and maintain the park as needed.

Ms. Myers asks board members about getting letters of support for paving the road by Dollar General.

c. Mayors Report

Ms. Myers wrote two grants this week. One for the SLV COG for road work on the Dollar General road, and she is working on finishing the sales tax grant to the county to pave the road by Dollar General. She is looking for more companies to bid on the job and discusses what is needed with the board.

Ms. Myers has sent the board the edited water agreement.

d. Water Report

No water report given.

6. OLD BUSINESS

a. Discussion and consider taking action on a plan for CDPHE going over next steps for chlorination of town wells.

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Mr. Horsley discusses with the board the next steps for chlorination of town wells. Mr. Horsley and Mr. Yeater will put together a timeline of water steps for the town. Mr. Horsley discusses with the board as needed.

- b. Discussion and consider taking action on scheduling a day to order a dumpster for town clean-up

The board discusses a town clean-up day to order the dumpster. The town will tentatively order a dumpster for August 16th and 17th and September 6th and 7th if possible. Mr. Sarmiento, Mr. Opperman will develop a sign up sheet for town clean up supervision. Ms. Pietras will order the dumpsters. Ms. Pietras will develop town clean up flyer. Ms. Kelbert will post town cleanup information as needed.

- c. Discussion and consider taking action on the POTCH LLC water agreement

The board discusses the POTCH LLC water agreement. Mr. Opperman makes a motion to send the water contract to the attorney. Ms. Kelbert seconds. Motion passes 6-0.

- d. Discussion and consider taking action on Ancestral Consciousness Special Event Permit

The board discusses the Ancestral Consciousness Special Event Permit. Ms. Jung makes a motion to approve Ancestral Consciousness Special Event Permit. Mr. Opperman Seconds. Motion passes 6-0. Beau McKenzie speaks to the board about his event.

7. NEW BUSINESS

- a. Discussion and consider taking action on removal of late fees for AstroNugz LLC

Mr. Opperman speaks to the board about requesting a refund for excise tax late fees. He asks for a \$300 refund for excise taxes. Documents were only presented to the board during the agenda item this will be moved to the next agenda.

- b. Discussion and consider taking action on Conscious Care excise tax late fee refund

The board discusses the Conscious Care excise tax refund. This will be put on the agenda once the owner reaches out to the town.

- c. Discussion and consider taking action about mayor and board pay, and term length

The board discusses mayor and board pay. The mayor suggests that the board form a committee. Mr. Litrenta will work with the attorney on writing a term limit ordinance. Ms. Scharer and Mr. Opperman will research board pay and provide feedback to the board.

Mr. Opperman makes a motion to take a 10 min break. Ms. Scherer seconds. Motion passes 6-0.

The board recesses at 7:23PM.

Mr. Opperman makes a motion to return to session. Ms. Scharer seconds. Motion passes 6-0.

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- d. Discussion and consider taking action on board compliant procedures

Mayor Pro Tem Jung leads this agenda item. The board discusses managing board complaints. Ms. Jung will reach out to the attorney for guidance on board complaints and procedures.

- e. Discussion and consider taking action on late renewal for business licenses

Mr. Litrenta discusses business licenses with the board. The board directs Mr. Litrenta to issue business license as has been done in the past until a new business license ordinance is adopted

8. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will draft agenda
- Mr. Litrenta will post minutes
- Mr. Litrenta send minutes out for review
- Mr. Litrenta will transfer meeting audio files
- Mr. Litrenta will assemble meeting packet
- Mr. Litrenta will contact valley lock and security to look at the door and address alarm sensitivity
- Mr. Litrenta will issue pending business licenses
- Mr. Litrenta will write a resolution authorizing the clerk to spend \$1000 without board approval
- Mr. Litrenta will order a weed eater
- Mr. Litrenta will order a new vacuum for Town Hall
- Mr. Horsley and Mr. Yeater will develop a water timeline to present to the board
- Mr. Opperman and Mr. Sarmiento will develop town clean up supervision schedule
- Ms. Pietras will order the dumpsters as needed
- Ms. Pietras will develop town clean up flyers
- Ms. Kelbert will post town cleanup information as needed
- Mr. Litrenta will issue Ancestral Consciousness their special event permit
- Mr. Litrenta will evaluate AstroNugz refund
- Mr. Litrenta will work with the attorney to develop a term limit Ordinance
- Mr. Opperman and Ms. Scharer will work on recommendations for board and mayor pay
- Ms. Jung will reach out to the attorney and ask for complaints and procedures ordinances
- Mr. Opperman will send correct specs to Ms. Myers for Dollar General road
- Ms. Pietras, Mr. Sarmiento, and Ms. Myers will get letters of support for paving of the Dollar General road
- Ms. Myers will submit Saguache County sales tax grant for the Dollar General road project
- Ms. Myers will mail paperwork to History Colorado to fix the roof of Town Hall
- Mr. Opperman will meet with Mr. Horsley to get speed limit signs

9. TOPIC FOR FUTURE MEETINGS

- Working session on Special Event Ordinance
- Discussion and consider taking action on streamlining ADA website compliance procedures
- Discussion about forming grant committee

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- Public Water Meeting
- Discussion and consider taking action on clerk spending resolution 8.5.2025
- Mr. Yeater provides the board with a water update 8.5.2025
- Discussion and consider taking action about vendor licenses for special events
- Discussion and consider taking action on AstroNugz refund 8.5.2025
- Discussion and consider taking action on mayor and board pay 8.5.2025
- Discussion and consider taking action on business license ordinance
- Executive session to discuss POTCH LLC water agreement feedback from attorney 8.5.2025
- Discussion about board and staff complaints and procedures 8.5.2025

Ms. Myers invites the board to a water meeting with CDPHE on 8.20.2025

10. ADJOURN

Mr. Opperman makes a motion to adjourn. Ms. Scharer seconds. Motion passes 6-0.

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