

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



BOARD OF TRUSTEES SPECIAL MEETING

August 26th, 2025 – 6:00pm

1. CALL TO ORDER

Mayor Pro Tem Jung calls the meeting to order at 6:02pm

2. ROLL CALL

Ms. Myers arrives at 6:25pm

Trustee Pietras
Trustee Kelbert
Trustee Sarmiento
Trustee Opperman
Trustee Jung
Trustee Scharer

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 6-0.

b. Approval of Minutes

Mr. Opperman makes a motion to approve the minutes. Ms. Kelbert 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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Ms. Justice makes a public comment regarding her concern with communication with the town. She discusses the concerns she has.

5. REPORTS

a. Clerks Report

Mr. Litrenta reports that the LLA has suggested edits to the Cannabis Ordinance and that the board should consider reviewing these edits at a future meeting.

Mr. Litrenta discusses when the next special meeting will be and that he will send the minutes and agenda out on Thursday.

b. Trustee Report

Mr. Sarmiento reports that he managed the park this morning and he plans on keeping on it.

Mr. Opperman reports that he is working on putting up speed limit signs on Mayor Patricia Reigel Blvd.

He also comments about cleaning up the park.

Mr. Opperman reports that he has spoken with the attorney and Moffat has violations. Mr. Opperman will be sending an email out this week informing the board about this matter.

Ms. Pietras reports that the burn ban is in effect and she will post a flyer.

Ms. Pietras and Mr. Opperman met with Dale Harrison about the bus rout in Moffat. They will also reach out to Mr. Harrison again to set up a meeting.

Ms. Pietras has not ordered the dumpster. She discusses with the board when the dumpsters should be ordered. Ms. Pietras will order the dumpsters for September 6th and 7th. The board discusses what is accepted in the dumpsters. Mr. Litrenta will develop and post a list of accepted items in the dumpster.

Ms. Scharer reports that her and Mr. Opperman have been working on Trustee pay

c. Mayors Report

Mayor Myers gives a report on the grants to complete the road work by Dollar General.

Ms. Myers signed up for a class at Adams State that covers water.

Ms. Myers says she had class and a water meeting today.

Ms. Myers discusses reducing the meeting frequency.

Mr. Opperman asks about the time frame of the road grant. Ms. Myers says it must be done by the end of the year. She says she is unsure about the timing of the sales tax grant.

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d. Water Report

No water report.

6. OLD BUSINESS

- a. Discussion and consider taking action on Conscious Care excise tax refund

Ms. Myers arrives at 6:25pm. The board discusses the Conscious care refund. No motion is made. The board directs Mr. Litrenta to reach out to conscious care and ask for more documents.

- b. Discussion and consider taking action on board pay

Ms. Myers runs the meeting.

The board discusses board pay. Mr. Opperman makes a motion to start paying the board \$420 a month (Per Ordinance 2022-01 and 2023-07) and back pay not to exceed four months. Mr. Sarmiento seconds. Mr. Sarmiento, Mr. Opperman, Ms. Kelbert, Ms. Jung vote yes. Ms. Scharer votes no. Ms. Pietras abstains. Motion passes 4-1. Mr. Litrenta will pay the board back pay and pay the board going forward. Mr. Litrenta will look in to a budget amendment.

The board discusses board pay for the next board. The board will continue discussing at a later date.

7. NEW BUSINESS

- a. Discussion and consider taking action on Ordinance 2025-01 - AN ORDINANCE OF THE TOWN OF MOFFAT ESTABLISHING THE ELECTION SCHEDULE FOR TRUSTEE AND MAYORAL SEATS BEGINNING IN THE 2026 ELECTION

Mr. Litrenta reads Ordinance 2025-01 and the board discusses. Ms. Scharer makes a motion to approve Ordinance 2025-01. Ms. Jung seconds. Motion passes 6-0. Mr. Litrenta will post the ordinance and look in to the proper way to conduct the April elections considering this ordinance.

- b. Discussion and consider taking action on establishing a budget committee.

The board discusses the establishment of a budget committee. Ms. Jung, Ms. Scharer, Ms. Myers and Mr. Litrenta will work on the budget committee.

- c. Discussion and consider taking action on audit for 2024 finances

Mr. Litrenta discusses with the board the need for an audit or audit exemption to include options for completing either of these tasks. Mr. Litrenta will look to schedule the audit exemption with Paul Miller. If Paul Miller cannot complete the audit exemption in time, Mr. Litrenta will reach out to David Green to schedule the audit exemption. He will also look in to scheduling an actual audit in 2026 and report back to the board.

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The board discusses water with Mr. Horsley. The board discusses the water meeting tomorrow. Ms. Myers says an agenda isn't needed. Mr. Litrenta will remove the posted agenda.

Ms. Scharer makes a motion to take a break before the executive session. Mr. Opperman seconds. Motion passes 6-0.

The board breaks at 7:28pm.

Ms. Kelbert makes a motion to resume the meeting. Ms. Jung seconds. Motion passes 6-0.

The board resumes at 7:40.

Ms. Myers gives her mayor report at this time.

Ms. Scharer makes motion to enter executive session. Mr. Opperman seconds. Motion passes 6-0.

The board enter executive session at 7:47pm.

8. EXECUTIVE SESSION

The Town Board may, upon 2/3 vote of the Town Board, convene into Executive Session pursuant to C.R.S §§ 24-6-402(4)(a), (b), and (e)(I) for the purpose of receiving legal advice from the Town's water attorney and the ongoing negotiation of an 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.

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

The board exits executive session at 7:52pm

Mr. Opperman makes a motion to enter executive session pursuant to personnel matters. Ms. Scharer seconds. Motion passes 6-0.

The board enters executive session at 7:54pm

The Board will convene into executive session pursuant to the following:

C.R.S. 24-6-402(4)(f) (Personnel Matters) to discuss the employment, evaluation, reassignment, duties, discipline, resignation, or dismissal of the following employee - Town Water Clerk, Hunter Horsely.

-The subject employee can request an open meeting.

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

The board exits executive session at 8:21pm.

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9. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will draft agenda
- Mr. Litrenta will post minutes
- Mr. Litrenta will transfer audio
- Mr. Litrenta will send draft agenda and minutes for review
- Mr. Litrenta will assemble meeting packet
- Mr. Litrenta will develop a list of acceptable items to put in the dumpster
- Ms. Pietras will post burn ban flyer
- Ms. Pietras and Mr. Opperman will meet with Mr. Harrison from the school.
- Mr. Sarmiento will continue to maintain the park
- Mr. Litrenta will reach out to Conscious Care and ask for more supporting documents
- Mr. Litrenta will pay all the board members and mayor back pay for 4 months and going forward starting with the next month
- Mr. Litrenta will complete a budget amendment
- Mr. Litrenta will post and file Ordinance 2025-01
- Mr. Litrenta will look in to the proper way to conduct the election as the board has scheduled it
- Mr. Litrenta will look to schedule the audit exemption with Paul Miller, if Paul Miller cannot complete in time, Mr. Litrenta will reach out to David Green to schedule the audit exemption. He will also look in to scheduling an actual audit in 2026 and report back to the board
- Mr. Opperman will post speed limit signs
- Mr. Litrenta will order cement for signs
- Ms. Myers will invite the water attorney to the 9.3.2025 meeting
- Mr. Litrenta will post the agenda for the meeting and public hearing held on 9.9.2025 on Tuesday September 2nd 2025.

10. TOPIC FOR FUTURE MEETINGS

Next meeting will be Wednesday September 3rd

September 9th will be a regular meeting

September 30th will be a Working Session

- Working session on Special Event Ordinance
- Noise Ordinance
- Codification
- Discussion and consider taking action on streamlining ADA website compliance procedures
- Discussion about forming grant committee 9.3.2025
- Public Water Meeting
- Discussion and consider taking action about vendor licenses for special events
- Discussion and consider taking action on business license ordinance
- Discussion and consider taking action on cannabis ordinance edits
- Executive session about Well #5 9.3.2025
- Discussion and consider taking action on Mr. Horsley's contract 9.3.2025
- Discussion and consider taking action on water plan
- Discussion and consider taking action on POTCH LLC Well #5 agreement 9.3.2025

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- Public hearing to discuss formal charges against Mayor Myers 9.9.2025

11. ADJOURN

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

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