

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



BOARD OF TRUSTEES SPECIAL MEETING

September 17th, 2025 – 6:00pm

1. CALL TO ORDER

Mayor Myers calls the meeting to order at 6:02pm

2. ROLL CALL

Trustee Pietras
Trustee Kelbert
Trustee Opperman
Trustee Scharer

Staff
Mr. Litrenta

Geoff Williamson – Water Attorney
Sarah Ross – Town Attorney - Remote

3. APPROVAL OF AGENDA & MINUTES

a. Approval of Agenda

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

b. Approval of Minutes

Ms. Kelbert makes a motion to approve the minute from last meeting. Mr. Opperman seconds. Motion passes 4-0.

c. Payment of Outstanding Bills

Ms. Myers reads the bills publicly. The board discusses as needed. Mr. Opperman makes a motion to pay the bills. Ms. Kelbert 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

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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.

Mr. Litrenta makes a public comment regarding the town getting water to citizens from Well #5.

Christine Snare makes a public comment about fire department access to T road.

Dawn Mayo makes a public comment about the quality of Broadway and would like to know what's going to happen with County Road 60

5. REPORTS

a. Clerks Report

Mr. Litrenta states that he is needing some assistance to complete the water and payroll parts of the budget, and once those sections are completed, the initial budget will be complete which is due to the board by 10.14.2025. He states that what he has completed now would suffice for an initial budget proposal but that he would like to have the other sections complete as well before the initial proposal.

Mr. Litrenta states that the town received a special event application for 9.26.2025 – 9.28.2025. He states it is complete and ready for review.

Mr. Litrenta states that he received documents from Conscious Care regarding excise taxes and those documents are scheduled to be reviewed on 10.7.2025.

b. Trustee Report

Mr. Opperman reports he is getting speed limits signs on Mayor Patricia Reigel Blvd. He said there are lots of signs in the park shed. He also reports that he will be addressing roads that the citizens bring up as concerns. He mentions that a lot of the roads in Moffat are bad.

Ms. Kelbert reports that she has not moved yet and is still staying at her Moffat address.

Ms. Pietras reports on the town clean up scheduled for Sept 26th & 27th.

Ms. Pietras talks with Ms. Myers and is informed that the bus turnaround cannot happen on 15th St. Ms. Pietras will work on this issue.

Ms. Pietras has reached out to the Fire Marshall about the fire ban, but has not heard back. Ms. Myers speaks to the importance of lifting the fire ban.

The board agrees to lift the fire ban.

c. Mayors Report

Ms. Myers reports about the municipal leadership academy that she went to on September 8th and 9th.

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Ms. Myers says the town is moving forward on the contract for the paving project on the Dollar General road. The board is ok with Ms. Myers signing the contract by Avalanche Excavating to complete road work by the Dollar General road.

d. Water Report

Ms. Myers reports about the phone call with the state today regarding water. The board discusses water testing and training with Mary Mrdjeniovich. Ms. Mrdjeniovich will send training videos to Mr. Opperman and Ms. Kelbert who will be taking glysohate and coliform samples for the town. The board discusses proper sampling techniques with Ms. Mrdjeniovich. Ms. Klebert and Mr. Opperman will take the water sample for the town.

Ms. Myers reports on the need, and search, for an ORC for the town. Ms. Mrdjeniovich would like to get a water working group for the town to go over what needs to be done in regards to town water.

6. EXECUTIVE SESSION

- a. 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 enter executive session. Ms. Kelbert seconds. Motion passes 4-0.

The board enters executive session at 6:36pm.

Ms. Scharer makes a motion to exit executive session. Mr. Opperman seconds. Motion passes 4-0.

The board ends executive session at 7:14pm.

7. NEW BUSINESS

- a. Discussion and consider taking action on hooking citizens up to the town water system

Mr. Opperman makes a motion to table this item to the end of the meeting. Ms. Scharer seconds. Motion passes 4-0. This item was moved to after item 9a. The board discusses hooking citizens up to water on Well #5. Ms. Scharer makes a motion to hook up residents to the town water system that have completed an application at this time not to exceed our allotted gallons per minute pending GMS advice. Ms. Scharer withdraws the motion. Ms. Scharer makes a motion to hook up residents to the town water system up to our allotted gallons per minute pending advice from GMS. Ms. Pietras seconds. Ms. Kelbert, Ms. Scharer, and Ms. Pietras vote yes. Mr. Opperman votes no. Motion passes 3-1. Ms. Myers will initiate the GMS study. Ms. Myers will manage the development of the process for hooking citizens up to well #5.

- b. Signing of the Audit Exemption by the board

Mr. Litrenta explains the audit exemption to the board. The board signs the audit exemption.

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- c. Discussion of consider taking action on Resolution 2025-11 – Approving The 2024 Exemption From Audit

Mr. Litrenta reads Resolution 2025-11. Ms. Scharer makes a motion to approve Resolution 2025-11. Ms. Kelbert seconds. Motion passes 4-0. Mr. Litrenta will file the resolution and long form exemption.

- d. Discussion and consider taking action of written findings from 9.9.2025 Public Hearing

Mr. Litrenta explains the need for approving the written findings of the 9.9.2025 Public Hearing. Ms. Klebert makes a motion to approve from the public hearing the written findings and direct Ms. Jung to sign the written findings. Ms. Scharer seconds. Ms. Klebert, Ms. Scharer, Ms. Pietras vote yes. Mr. Opperman votes no. Motion passes 3-1.

8. OLD BUSINESS

- a. Discussion and consider taking action on state water next steps

The board discusses what the next steps will be to comply with state water requirements.

- b. Discussion and consider taking action on ADA website compliance

Mr. Litrenta discusses ADA compliance with the board. He provides the board a demo of how the product works, and discusses the possibility of purchasing indemnification. The board will discuss this further once the state responds regarding efficacy of this product on the town's website.

9. WORKING SESSION

- a. Working session with POTCH LLC to discuss Well #5 water agreement

The board conducts a working session with POTCH to discuss the Well #5 agreement.

Ms. Pietras makes a motion to enter executive session. Ms. Scharer seconds. Motion passes 4-0.

The board enters executive session at 7:52pm.

Mr. Opperman makes a motion to leave executive session. Ms. Scharer seconds. Motion passes 4-0.

The board leaves executive session at 8:31pm.

The board moves to item 7a.

10. ACTION ITEMS FOR FUTURE MEETINGS

- Mr. Litrenta will post minutes
- Mr. Litrenta will transfer audio
- Mr. Litrenta will send draft agenda and minutes for review

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- Mr. Litrenta will assemble meeting packets
- Mr. Litrenta will pay the bills
- Mr. Litrenta will file public hearing packet
- Ms. Jung will sign public hearing findings
- Mr. Litrenta will file the audit exemption
- Mr. Litrenta will file Resolution 2025-11
- Mr. Litrenta will go to CDOT meetings and send meeting to Mr. Opperman
- Mr. Opperman and Ms. Kelbert will get training on taking water samples and take the required water samples for the town
- Ms. Myers will manage the development of the process for hooking citizens up to well #5
- Ms. Myers will work on Well #10 grant
- Ms. Myers will reach out to GMS to order a study about the town water capacity on Well #5
- Ms. Myers will sign contract with avalanche excavation to start the road work on Dollar General road
- Mr. Opperman and Ms. Pietras will look in to a bus turn around on 15th St
- Mr. Opperman will develop a sign-up sheet for watching the dumpster during town clean up
- Mr. Opperman will do a road inventory
- Mr. Litrenta will forward ORC job description to Ms. Scharer
- Ms. Scharer will post ORC job notice
- Ms. Kelbert will look in to organizing a Halloween party and a holiday bizarre
- Mr. Litrenta will issue a special event permit

11. TOPIC FOR FUTURE MEETINGS

- Water working session 9.30.2025
- Working session on Special Event Ordinance
- Noise Ordinance
- Codification
- 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
- Discussion and consider taking action on Well #5 water agreement
- Discussion and consider taking action on CIRSA initial quotes 9.30.2025
- Discussion and consider taking action on Ordinance 2025-01 amendments 10.7.2025
- Discussion and consider taking action on a resolution eliminating the assistant clerk's position 10.7.2025
- Adjust MPH ordinance on Mayor Patricia Reigle Blvd.
- Discussion and consider taking action on Water plan for state 10.7.2025
- Discussion and consider taking action on a donation to Free Spirit Christian Church for Thanksgiving meals 10.7.2025
- Discussion and consider taking action on Conscious Care Limited late fee waiver 10.7.2025
- Discussion and consider taking action on the Purchase of Potch LLC water system 10.7.2025
- Discussion and consider taking action on the process for connecting citizens to well #5 9.30.2025

12. ADJOURN

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Mr. Opperman makes a motion to adjourn. Ms. Scharer seconds. Motion passes 4-0.

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