



**COUNCIL MEETING  
JULY 8, 2025  
MINUTES**

Mayor Nichols brought to order at 6:30 p.m. the first regular meeting of the Craig City Council for the month of June 2025. In addition to Mayor Nichols, those present were Councilmembers Derek Duran, Randy Looper, and Andrea Camp. Staff present were City Manager Peter Brixius, City Attorney Heather Cannon, Finance Director Mindy Elliott, City Clerk Katie Carmody, Public Works Director Danny Paul, Water and Wastewater Director Carl Ray, Building Official Marlin Eckhoff, Police Commander Doug Conrad, and GIS/Technology Tech John Meinhart.

All participated in the Pledge of Allegiance.

City Clerk Katie Carmody took councilmember roll call. Those present were Mayor Nichols, and Councilmembers Derek Duran, Randy Looper, and Andrea Camp.

Councilman Duran moved with a second by Councilwoman Camp to excuse Councilmembers Michelle Gottschall, Jesse Jackson, and Luke Tucker from the meeting. Ayes: 4. Nays: 0. Motion carried.

Councilman Looper moved with a second by Councilman Duran to approve the Consent Agenda as presented which included the approval of the minutes from the regular council meeting on June 24, 2025, and the approval of bills through July 3, 2025, in the amount of \$1,162,761.12. Ayes: 4. Nays: 0. Motion carried.

Councilwoman Camp moved with a second by Councilman Looper to approve the July 8, 2025, agenda as presented. Ayes: 4. Nays: 0. Motion carried.

City Manager Peter Brixius updated the group on current and future meetings and projects.

Public Works Director Danny Paul updated the group on current projects.

City Councilmembers discussed various meetings and events in which they participated in or will participate in soon.

The floor was now open for public comment.

Mark Parchman gave a public comment.

No Public Hearing was scheduled.

Building Official Marlin Eckhoff presented for discussion and approval the Award of Bid for the Museum Sewer Line Replacement to Fones Construction in the amount of \$89,400.00. After further discussion, Councilman Duran moved with a second by Councilman Looper to approve the

Award of Bid for the Museum Sewer Line Replacement to Fones Construction in the amount of \$89,400.00. Ayes: 4. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval Resolution No. 14 ~ a Resolution to appropriate funds in the Museum Fund for the Sewer Line Replacement. After further discussion, Councilman Looper moved with a second by Councilwoman Camp to approve Resolution No. 14 ~ a Resolution to appropriate funds in the Museum Fund for the Sewer Line Replacement. Ayes: 4. Nays: 0. Motion carried.

Water and Wastewater Director Carl Ray presented for discussion and approval the Award of Bid for the Water Truck to Victory Motors of Craig for \$64,495.00. After further discussion, Councilman Duran moved with a second by Councilwoman Camp to approve the Award of Bid for the Water Truck to Victory Motors of Craig for \$64,495.00. Ayes: 4. Nays: 0. Motion carried.

Water and Wastewater Director Carl Ray presented for discussion and approval the Award of Bid for the Wastewater Truck and for the Flatbed with 4,000 lb Crane to Victory Motors of Craig for a combined total of \$90,795.00. After further discussion, Councilwoman Camp moved with a second by Councilman Looper to approve the Award of Bid for the Wastewater Truck and for the Flatbed with 4,000 lb Crane to Victory Motors of Craig for a combined total of \$90,795.00. Ayes: 4. Nays: 0. Motion carried.

Water and Wastewater Director Carl Ray presented for discussion and approval the Award of Bid for the WWTP Generator Addition and WTP Generator Addition & MCC Replacement to Ducey's Electric in the amount of \$1,635,980.00. After further discussion, Councilman Looper moved with a second by Councilwoman Camp to approve the Award of Bid for the WWTP Generator Addition and WTP Generator Addition & MCC Replacement to Ducey's Electric in the amount of \$1,635,980.00. Ayes: 4. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval Resolution No. 15 (2025) ~ a Resolution to appropriate funds in the Wastewater Fund for the Standby Generator purchase. After further discussion, Councilman Looper moved with a second by Councilman Duran to approve Resolution No. 15 (2025) ~ a Resolution to appropriate funds in the Wastewater Fund for the Standby Generator purchase. Ayes: 4. Nays: 0. Motion carried.

Police Commander Doug Conrad presented for discussion and approval of the purchase of a 2019 Ram 1500 from the Moffat County Sheriff's Office in the amount of \$20,000.00. After further discussion, Councilman Duran moved with a second by Councilwoman Camp to approve the purchase of a 2019 Ram 1500 from the Moffat County Sheriff's Office in the amount of \$20,000.00. Ayes: 4. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion and approval Resolution No. 16 (2025) ~ a Resolution to appropriate funds in the General Fund for the Police Department vehicle purchase. After further discussion, Councilman Looper moved with a second by Councilwoman Camp to approve Resolution No. 16 (2025) ~ a Resolution to appropriate funds in the General Fund for the Police Department vehicle purchase. Ayes: 4. Nays: 0. Motion carried.

Finance Director Mindy Elliott presented for discussion the 2026 Budget Schedule.

Councilmembers requested staff research a vacant building ordinance for future consideration.

Police Commander Doug Conrad presented the Police Department update for June 2025.

Being no further business, Councilman Looper moved with a second by Councilwoman Camp to adjourn the July 8, 2025, meeting at 8:22 p.m. Ayes: 4. Nays: 0. Motion carried.