



**COUNCIL MEETING
AUGUST 22, 2023
MINUTES**

Mayor Derek Duran brought to order at 6:30 p.m. the second regular meeting of the Craig City Council for the month of August 2023. In addition to Mayor Duran, those present were Councilmembers Chris Nichols, Vicki Huyser, Jesse James Jackson, Randy Looper and Tom Kleinschnitz. Staff present were City Manager Peter Brixius, City Attorney Heather Cannon, Interim Finance Director Bruce Nelson, Road & Bridge/Solid Waste Director Shane Baker, Water and Wastewater Director Carl Ray and City Clerk Liz White.

All participated in the Pledge of Allegiance.

City Clerk Liz White took councilmember roll call. Those present were Councilmembers Chris Nichols, Vicki Huyser, Jesse James Jackson, Randy Looper, Tom Kleinschnitz and Mayor Derek Duran. Councilmember Paul James was absent. Councilman Looper moved with a second by Councilman Kleinschnitz to excuse the absence of Councilmember Paul James due to a prior work engagement. Ayes: 6. Nays: 0. Motion carried.

Councilman Nichols moved with a second by Councilwoman Huyser to approve the Consent Agenda as presented which included the approval of the minutes from the August 8, 2023 council meeting as well as approval of the bills through August 18, 2023, in the amount of \$1,048,541.19. Ayes: 6. Nays: 0. Motion carried.

Councilman Nichols moved with a second by Councilman Jackson to approve the August 22, 2023, agenda as presented. Ayes: 6. Nays: 0. Motion carried.

Heather Fross and Kate Nowak representing United Way/Human Resource Council gave council an update.

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

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

No public comment was given.

Mayor Duran closed the Regular Session and moved into Public Hearing.

Public Hearing for Ordinance No 1145 (2023) ~ an ordinance amending Section 12.04.020 of the Craig Municipal Code to increase permit fees to \$25.00.

The floor was now open for public comment.

No public comment was given.

Ordinance No 1146 (2023) ~ an ordinance amending Section 12.04.030 of the Craig Municipal Code to require 72 hours' notice prior to the commencement of any work under the provisions of Chapter 12.

No public comment was given.

Ordinance No 1147 (2023) ~ an ordinance amending section 12.04.060 of the Craig Municipal Code to clarify liability responsibilities to include the maintenance of all required traffic control devices.

No public comment was given.

Being no public comment, Mayor Duran closed Public Hearing and moved into the Regular Session.

City Attorney Cannon presented the (Second Reading) Ordinance No 1145 (2023) ~ an ordinance amending Section 12.04.020 of the Craig Municipal Code to increase permit fees to \$25.00. After further discussion, Councilman Jackson moved with a second by Councilman Looper to approve the (Second Reading) Ordinance No 1145 (2023) ~ an ordinance amending Section 12.04.020 of the Craig Municipal Code to increase permit fees to \$25.00. Ayes: 5. Nays: 1. Motion carried.

City Attorney Cannon presented the (Second Reading) Ordinance No 1146 (2023) ~ an ordinance amending Section 12.04.030 of the Craig Municipal Code to require 72 hours' notice prior to the commencement of any work under the provisions of Chapter 12. After further discussion, Councilman Looper moved with a second by Councilman Jackson to approve the (Second Reading) Ordinance No 1146 (2023) ~ an ordinance amending Section 12.04.030 of the Craig Municipal Code to require 72 hours' notice prior to the commencement of any work under the provisions of Chapter 12. Ayes: 4. Nays: 2. Motion carried.

City Attorney Cannon presented the (Second Reading) Ordinance No 1147 (2023) ~ an ordinance amending section 12.04.060 of the Craig Municipal Code to clarify liability responsibilities to include the maintenance of all required traffic control devices. After further discussion, Councilman Jackson moved with a second by Councilwoman Huyser to approve the (Second Reading) Ordinance No 1147 (2023) ~ an ordinance amending section 12.04.060 of the Craig Municipal Code to clarify liability responsibilities to include the maintenance of all required traffic control devices. Ayes: 6. Nays: 0. Motion carried.

City Clerk White presented for approval Resolution No. 17 (2023) ~ a resolution approving the Intergovernmental Agreement between the City of Craig and Moffat County for the 2023 Coordinated Election. After further discussion, Councilman Jackson moved with a second by Councilman Nichols to approve Resolution No. 17 (2023) ~ a resolution approving the Intergovernmental Agreement between the City of Craig and Moffat County for the 2023 Coordinated Election. Ayes: 6. Nays: 0. Motion Carried.

City Manager Brixius presented for approval Resolution No. 18 (2023) ~ a resolution authorizing a Bridge Loan from the City of Craig to the Craig Housing Authority. After further discussion, Councilman Jackson moved with a second by Councilwoman Huyser to approve Resolution No. 18 (2023) ~ a resolution authorizing a Bridge Loan from the City of Craig to the Craig Housing Authority. Ayes: 5. Nays: 0. Motion Carried. Mayor Duran abstained from the vote due to conflict of interest.

City Manager Brixius presented for approval a Letter of Support for a grant application submitted by the Yampa Valley Regional Airport (YVRA) to the Bipartisan Infrastructure Law-Airport Terminals Program (ATP) to help fund the design and construction of their planned Airport Terminal Expansion Project. After further discussion, Councilman Jackson moved with a second by Councilman Nichols to approve the Letter of Support for a grant application submitted by the Yampa Valley Regional Airport (YVRA) to the

Bipartisan Infrastructure Law-Airport Terminals Program (ATP) to help fund the design and construction of their planned Airport Terminal Expansion Project. Ayes: 6. Nays: 0. Motion Carried.

No discussions were scheduled.

No public comment was given.

Water and Wastewater Director Ray gave the Water and Wastewater reports for July 2023.

Road & Bridge/Solid Waste Director Baker gave an update on both the Road & Bridge and Solid Waste departments.

No closing remarks were made.

Being no further business, Councilman Nichols moved with a second by Councilman Looper to adjourn the meeting. Ayes: 6. Nays: 0. Motion carried.