**Town of Crawford Council Meeting Minutes**

**Date:** August 11, 2025
**Time:** 7:00 PM
**Location:** Crawford, CO

**ROLL CALL**

**Present:** Mayor: Chris Johnson, Councilmembers: Jim Crook, Cherri Olson, Jeff Peed, Tim Pobirk, Gill Saunders, Jessica Hart Staff: Bruce Bair, Chana Clawson, Angie Oates, Cindy Jones, Attorney: Bo Nerlin (by zoom)

* Mayor: Chris Johnson
* Councilmembers: Jim Crook, Jessica Hart, Cherri Olson, Jeff Peed, Tim Pobirk, Gill Saunders
* Staff: Bruce Bair, Chana Clawson, Cindy Jones
* Attorney: Bo Nerlin

**CALL THE MEETING TO ORDER**

Mayor Johnson called the meeting to order at 7:02 P.M.

**APPROVAL OF THE AGENDA**

* Motion to table the Utility Account Tenant Agreement to the next meeting due to time constraints.
* Motion by Jeff Peed, seconded by Jim Crook to approve the amended agenda.
* Motion carried unanimously.

**CONSENT AGENDA**

**Minutes & Disbursements:**

* No corrections noted.
* Motion by Jeff Peed, seconded by Tim Pobirk to approve.
* Motion carried unanimously.

**ANNOUNCEMENTS**

* Construction at the library expected to last approximately one month and sign installation pending timber delivery.
* Introduction of Mark Lehman, new manager of Crawford State Park.
* Acknowledgment of community members recently lost: Tracy Cheatham and Jim Yeoman.

**OLD BUSINESS**

**Public Works Director Position**

* Preferred candidate withdrew.
* Two remaining candidates under consideration.
* Councilman
* Motion by Gill Saunders, seconded by Tim Pobirk: Bruce to negotiate with the more experienced candidate and report back via email.
* Motion carried.

**Kitchen Checklist**

* Friends of Crawford Town Hall donated ~$1,000 in kitchen supplies.
* Discussion on inventory management and rental procedures.
* Consensus reached:
	+ Top 26 items (>$12.50) to be inventoried by renters.
	+ Locked cabinet to store key items; renters request access.
	+ Monthly inventory checks by staff.
	+ Optional use of donated items; renters indicate intent on rental form.
* Town expressed interest in promoting facility use and exploring a master plan for the town campus.

**Utility Account Tenant Agreement**

* Item tabled to next meeting.

**NEW BUSINESS**

**Water Restrictions for Upcoming Project**

* Wiley Springs rehabilitation project will temporarily shut off spring water.
* Tentative start: September 15, possibly delayed to October.
* Conservation measures discussed:
	+ Draft resolution to promote conservation.
	+ Possible emergency rate structure.
	+ Enforcement options (e.g., shutoff for outdoor watering).
	+ Coordination with school and state park for reduced usage.
* Bo Nerlin and Bruce Bair to prepare two resolution templates (with and without penalties) for next meeting.

**Spring Project Bid Award**

* Three bids received.
* Recommendation: Award to Ex Field LLC of Craig, CO.
* Bid amount: $166,585 (lowest bid).
* Motion by Tim Pobirk, seconded by Jim Crook to award bid.
* Motion carried unanimously.

**NON-AGENDA ITEMS**

* Gas leak incident at Town Hall discussed; prompt action by staff prevented serious damage.
* Recommendation to contract annual plumbing inspections and install gas detectors.
* Budget season kickoff:
	+ Preliminary budget due October 15.
	+ Board encouraged to submit priorities and suggestions.

**PUBLIC NON-AGENDA ITEMS**

* Concern raised about impact of water shutoff on Crawford Mesa and water dispenser users.
* Bruce confirmed communication with Marici and plans to shut off dispenser during project.

**REPORTS**

**Public Works**

* Request to place portable speed sign on J road due to new families.

**Consultant & Town Clerk**

* Year-to-date budget tracking well.
* Sales tax and interest revenue exceeded expectations.
* Water/sewer rates may need adjustment; rate study under review.

**Board Members**

* No reports given.

**Mayor’s Report**

* No formal report given; Mayor echoed appreciation for staff and community.

**POSSIBLE AGENDA ITEMS FOR THE NEXT MEETING**

* Utility Account Tenant Agreement
* Water conservation resolution (with and without penalties)
* Budget priorities discussion

**ADJOURNMENT**

Meeting adjourned at 9:11 P.M.