

Town Council-Elect Work Session  
Bluff Community Center  
190 N 3<sup>rd</sup> East Street  
Bluff, Utah 84512

Minutes  
Approved 8/14/2018

The mayor-elect and council-elect met Tuesday, August 7, 2018 at 8:30 am in a working session that was open to the public.

Present were: Ann Leppanen mayor-elect, Jim Sayers, Lu Hook, and Linda Sosa. Absent: Brant Murray

Called to order at 8:33 a.m.

Minutes from Tuesday, July 31, 2018 were approved with an amendment to change "Lindsay" to "Lindsay Lutrell" in Item 4. Sayers made the motion, Hook seconded. 4 yes.

#### AGENDA ITEMS

1. Incorporation update (Leppanen) Paperwork for incorporation mailed in last week and acknowledged receipt by the Lt. Governor's office on Thursday. The office has 10 business days to notify Leppanen of any deficiencies. If the Certificate of Incorporation comes in during August, then it will either be completed September 1 or January 1. If September 1, then Leppanen will ask to have the oath administered September 6 in a public ceremony.
2. Update on new Bluff elementary school and meeting of August 7, 2018 (Hook) Hook confirmed with Mary Shumway, who is on the Board, that the meeting is August 7, 2018 at 6 pm. Hook, Sayers, and Sosa plan to attend and to express their interest in the planning of the new school. The committee of citizens has not been chosen per Shumway. All present agreed that the town council should be involved in the planning of the new school.
3. Draft of Rules and Procedures and Code of Conduct. (Hook/Murray) Murray was absent and the council-elect is aware that Murray would like the League of Cities and Towns documents modified for Bluff. Hook presented a google.doc for electronic review and comment. Sosa prefers the short version from the presenter at Land Use that Leppanen will send out again. Everyone should try to review Hook's and Leppanen/Sosa's for discussion at the next work session.
4. Format of presentation by Michael Haviken (Leppanen/Sosa) on roads.

- Leppanen suggested letting the presenter go through the entire presentation before questions and comments from the council-elect. Then audience questions and comments. Pads of paper and pens will be available for people who did not bring note-taking materials. Sosa suggested a table for the presenter that is separate from the audience and the council-elect. Because of the depth of the presentation, Haviken will be moved from the August 14, 2018 agenda to the August 21, 2018 agenda.
5. Local grants (Leppanen) The question had been raised at the end of the previous work session as to whether grants for Bluff should be submitted to the BSA or the town. Until the town is incorporated, definitely the BSA. Sayers reminded folks that the grantor would have its own rules as to which entity suffices.
  6. Bob Springmeyer (Leppanen) Springmeyer has reached out on his own to retired law enforcement people to see if anyone is interested in helping out Bluff with public safety issues. No takers to date.
  7. Bluff Fort Construction on septic/leech field (Murray/Leppanen) There was discussion about the fact that the lines are within the 99 foot right of way of Black Locust and about the apparent unsafe conditions of the work. There was no conspicuous placement of a permit. Black Locust is a road that has failing asphalt which will need to be repaired in the future. Leppanen is going to Monticello on Friday and will see if any information is available as to a permit, archaeological study, inspection by Rick Meyer (public health). Photos were taken by Haviken and Leppanen.
  8. Final local entity plat and GIS (Leppanen) Sam Cantrell, San Juan County Surveyor, provided the following answer to the question about whether the plat would be on GIS: "The State of Utah has an office that acts as a clearinghouse for GIS DATA. The AGRC - Automated Geographic Reference Center will receive notice of a Boundary Action from the Lt. Governor's Office and in turn update their Municipalities layer of GIS. This will be available as a GDB (Global Data Base) file and a .shp file which contains geospatial data that can be viewed geographically on a map as soon as the incorporation is finalized.
  9. Bluff's name (Leppanen) Oops. Leppanen did not realize that the name chosen for the plat and the documents would be the official name of Bluff so the official name is "Bluff". Not Bluff Town or Town of Bluff or Blufftown. By resolution the name could be changed if folks wanted Leppanen thought but for now it is "Bluff."
  10. Carolyn Jackson's offer to assist with edits on the town website (Leppanen) Sosa will convey this to Josh Ewing and Zander Lott when they have the incorporation website transferred to the town. Sosa reported that Ewing and Lott will try to meet the next Tuesday or Wednesday. Hook reported Lott recommended not having separate websites for the Business Owners of Bluff and the town. Further discussion needed.

11. Old Bluff Newspaper articles (Leppanen) Gene Stevenson gave Leppanen a box of historical documentation and there were some articles about people in Bluff as well as documents. Leppanen would like to know if anyone in town has a complete or most of a complete archive of the paper.
12. Fund raising (Sosa) The incorporation committee has about \$2,000 in the fund and more Bluff stickers are needed. Josh Ewing could reorder. Another batch of 1000 will be ordered which will cost \$300. Sandy Maillard offered to donate the money for them and Jim Sayers said he would contribute \$100 and Sandy could pay the balance of \$200. The council-elect thanks both.
13. Other business.

Adjourned at 9:47 a.m.

This meeting was not taped on the BSA recorder, as it could not be located. It was taped on Leppanen's cell phone.

Next work session is Tuesday, August 14, 2018 at 8:30 a.m. at the Bluff Community Center, Bluff, Utah 84512.

AKL/Sosa