

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

Minutes

The council met Tuesday, September 18, 2018 at 6:00 p.m. in a public meeting.  
Present were: Mayor: Ann Leppanen, Brant Murray, Jim Sayers, Lu Hook, and Linda Sosa

The meeting started at 6:03p.m.

Minutes from Thursday, September 6, 2018 were unanimously approved.

1. Murray and Michael Haviken gave updates on Roads. Haviken is working on the things we need to complete an application for state road funds. He is working with Mary Gilliam on a town boundary map and needs a Google map for UDOT, Utah Department of Transportation. We also need a dedicated Roads bank account. Haviken gave the council members an Order of Magnitude print out for fixing existing road conditions. His data is from UDOT. Murray and Haiken have met with Don Hickley and Freeman Sam of UDOT who are willing to partner with us in making certain repairs and improvements. They suggested that the Mayor, several board members, and Haviken meet with them and the District 4 Roads Engineer in Moab. Murray volunteered to go to the meeting; he wants to know what they can do for Bluff. Together with UDOT we can divide local and UDOT responsibilities. It was pointed out that the County wants us to spend money to fix roads that they did not fix. Leppanen asked Murray and Haviken to schedule a meeting with UDOT in Moab. We can probably get \$20,000 to \$30,000 a year from the state. Leppanen, what is the process for end of the year STIP funds? Murray /Haviken, we need a plan, UDOT would partner with us, it can be a general plan, it takes a year to find out if it has been accepted and three years to start.. Murray said he and Haviken would continue in conversation with UDOT and schedule the Moab UDOT meeting soon.  
Haviken mentioned that the transfer station road was a town class C road. There is a public meeting at the Hideout in Monticello about moving the transfer station Tuesday September 25, 2018 at 11:30. Leppanen suggested that those who can attend and then we follow up with a letter.
2. Banking with the Bluff San Juan Credit Union will be considered at a later date. Murray got a new member organizational account packet from them and will meet with Zions Bank in Blanding to see how accounts and rates compare.
3. Sayers will send council members a copy of the Acknowledgement of Indigenous People statement he is working on. This is a common practice of remembering those who lived on our land before us. Leppanen reported that the Handbook of Cities and Towns said we could have a policy that allows this but we would have to allow other groups to also be able to give meaningful prayers, reflections, thoughts, etc. Murray suggested a moment of silence is common. We will

revisit this.

4. Leppanen wants to find out what amount we will be charged for office rent next year and if it includes the office phone and internet. She suggested we clean and organize the office and man the phone 2 hours one day a week on a rotating basis. The council agreed that she send a letter to the BSA inquiring about rent and fees. Hook suggested a monthly, informal meeting with the mayor and towns people.
5. Diana Davidson of BOB, Business Owners of Bluff, conducted a work session for the council about the TRT, Transient Room Tax on September 8th. They prepared an excellent letter outlining the concerns of Bluff about being treated fairly in the distribution of these funds we will share with Blanding and Monticello. Sayers made the motion and Murray seconded that Leppanen modify the letter to show it is from our council, sign it and send it at the end of the month. It passed unanimously. Natalie Randal, county economic director, has not responded to direct, verbal questions about possible policy changes in the distribution of these funds. The State makes rules about how this money can be used but the County decides how it is distributed. Leppanen will check to see if we have town representation on the County Economic Development or Tourism Board.
6. Leppanen reported on her attendance at the Hole in the Rock Foundation (HIRF) business meeting on 9/18 at Bluff Fort. Lynn Stevens gave a brief history. She was asked what changes they could expect to see. She said, while she didn't speak for the council, she hoped that the different groups in Bluff would be able to work together and communicate with openness and transparency for the good of the town. Their recent septic system project is in the road easement and that could be a problem when we upgrade roads. The HIRF said they and the Boy Scouts could help the town with projects.
7. Sosa reported on the Rural Community Assistance Corporation meeting on 9/9. Karen McBride, of this non-profit explained how healthy septic systems work. This organization offers advise, assistance, and low interest loans. Septic systems should not be driven over and should be checked to see if they need to be pumped every three years. Sayers suggested a town management system in the future. Sandy Mailliard, in the audience, was familiar with their group and said they did good work.
8. Sosa reported on the BSA training with LeGrand Bitter, executive director of the Utah Association of Special Districts, on 9/12. He answered questions the trustees had about BSA issues. He addressed some town issues, encouraging getting planning and zoning working to protect the town. He suggested checking with the state water engineer if we have concerns about building being done to code while we are preparing for our planning and zoning commission.
9. Sayers reported that we are now covered by liability and workman's comp. insurance from 9/1/18 to 9/1/19. The cost is \$4,000 and the agency will give us several months before we start paying and work with us on a repayment schedule if needed. He will check with the BSA to make sure that we are not duplicating policies for properties.

10. Sosa informed the council that our website is up and the mayor's new blog is published on it. Leppanen suggested we take turns writing an update, once a month and Sayers volunteered for October. The address is: townofbluff.org. Leppanen asked the council to each submit a photo and bio for posting.
11. We have had two excellent committee reports, Roads and Public Safety. Sosa recommended having Planning and Zoning present in two weeks. The council discussed the importance of having a Planning and Zoning Commission and suggested having a work session to decide on procedures. Leppanen would like the Commission to be up and running by early November. Sosa will check with that committee and check with the General Plan Committee to see if they can present in one week.
12. Murray has been drafting a letter in response to Bruce Adams' letter of 8/16 asking for discussions with the council about county services. After dialogue it was motioned by Sayers and seconded by Hook that Leppanen modify the draft, sign it and send it. The vote was unanimous. Leppanen will ask for available dates to meet.
13. Leppanen reported the Calf Canyon Project meeting she had with Mark Bond (BSA), Ben Musselman, (County), and Bill Balaze (Tetra Tech engineer) had no resolution. Musselman indicated that the County might want to take further action. She recommended tabling it and allowing the BSA and County work on it. This should be put to a vote at our 9/25 meeting.
14. Hook created a letterhead for us that has continuity with our website. We can use it on Google Docs.
15. Hook modified our Rules and Procedures by setting it up in outline form and adding hyperlinks to statutes. Since not all members had seen it yet, accepting it was tabled until next week.
16. Leppanen is writing a procurement policy and cautioned us not to write checks until it is in place.
17. Other business. Sayers reported on an email exchange with the San Juan County School District Superintendent after Leppanen had sent a letter of inquiry about the new and old elementary schools and before she returned from vacation. Leppanen received a letter from the Superintendent dated 9/12 suggesting a meeting between entities. Leppanen asked Sayers to set it up. Sayers emphasized the old building could be a great benefit to the southern part of the county, especially in terms of services.

Sayers motioned for the meeting to be adjourned. The time was 8:01.

Linda Sosa – Clerk