

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

Minutes

The mayor-elect and council-elect met Tuesday, August 21, 2018 at 8:30 am in a working session that was open to the public.

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

Work Session Started at 8:31 a.m.

1. Michael Haviken and Roads. Michael Haviken presented his "Roads Research Report" that he prepared for the town council-elect. The title was "History-Fix-Maintain-Improve" and the areas laid out by Haviken were brief history; existing conditions; maintaining roads; long-range improvements. The council-elect were each presented with a folder that included maps, regulations, documents, and notes and all on the council and in the audience commented on how thorough the research is and how helpful to the new town this is, particularly at a time that San Juan County and the town are in need of working together.

With incorporation, the town will be given both alleys and the County roads.

Haviken reminded the council-elect that money is available to Bluff based on a formula of the type of roads and miles within the town as well as matching federal funds. He provided the council-elect with a copy of the UDOT Submittal Form for Update of Class B or Class C Mileage Data. There must be a separate, dedicated bank account for disbursements of that money to Bluff. Haviken has talked with Chris Potter in Salt Lake City about that form and the information needed for completion of it. Two programs were referenced, STIP and LTAP, which is technical assistance out of Logan, USU.

Haviken also provided photos that represent the various road issues in Bluff, such as cracks that have degraded and the 5 pot holes, one of which is 36" in diameter. He also described the issues related to the March 27, 2018 grading that the County started but did not finish, i.e. graded but not wet down or spread which Ben Musselman said was a supervisory decision.

Haviken has a meeting with Dan Hinckley, a maintenance engineer with UDOT, on Thursday, September 6, 2018 at 11: 00 a.m. Haviken invited anyone of the council-elect to join them.

Who can attend will be on the Agenda for discussion on Tuesday, August 28, 2018.

Haviken agreed to continue to work on the issue of the roads with the council-elect.

ANYONE FROM THE PUBLIC WHO WOULD LIKE TO REVIEW THE PACKET ON ROADS MAY CONTACT THE MAYOR-ELECT OR COUNCIL-ELECT TO ARRANGE TO DO SO AT THE BLUFF COMMUNITY CENTER COUNCIL OFFICE.

2. Minutes from Tuesday, August 14, 2018 were approved.
3. Email to Mayor-Elect from Kelly Pehrson, San Juan County Manager, on behalf of the San Juan County Commissioners re: helping with the transition of services to the town of Bluff (Leppanen) A copy of the email and letter dated August 16, 2018 had been emailed by Leppanen to the council-elect and a copy had been provided to the Bluff Volunteer Fire

Department as well. The Commissioners noted eight areas of discussion.

Once Bluff completes the incorporation process and the council-elect and mayor-elect take office, it was a unanimous agreement that discussions should commence. The date of the oath and first public town council meeting is September 6, 2018, with the time to be determined. Leppanen will send an email to the Commissioners expressing this and stating that, since discussions will be forthcoming on services provided by San Juan County, no changes by the County to those services are anticipated.

Murray suggested reaching out to Bob Springmeyer who conducted the feasibility study as a possible resource. The County's letter of August 16, 2018 will be forwarded to Springmeyer.

4. Update on Liability Insurance (Sayers). Sayers is working with the liability company, specifically, with Taylor Ottenbacher. The application is pending and it was to go, or has gone, to the risk management level. Cost and coverage are yet to be determined. Sandy Maillard, on behalf of the Bluff Volunteer Fire Department expressed concerns as to continued coverage for volunteer fire fighters and EMS personnel following the council taking office. Sayers will continue to work on the application and to clarify volunteer coverage. The BVFD is concerned that, if liability coverage is separated from the County, there could be problems as the BVFD wants to remain, as does EMS, within County auspices.
5. Request to change date of council-elect public meeting from September 11, 2019 (Leppanen) There was unanimous agreement to have the next meetings be as follows: work session on Tuesday, August 28, 2018; administration of oath of office and first town council meeting on Thursday, September 6, 2018; not have a town council meeting the week of September 10, 2018 and use that time individually to do our "homework" from town council meeting of September 6, 2018; and then follow the schedule that will be adopted on September 6, 2018. Sosa will check with the notary at the San Juan Credit Union as to the time she would be available to administer the oaths.
6. Report on first ever Utah Rural Mayors Summit (Leppanen) Leppanen went to Logan Utah for this summit and a more detailed written account will be made available at the next work session; however, Leppanen reported on the need for disaster planning, which the BVFD has already been working on, and a staging area and plan, should there be a disaster, for press.
7. Discussion with Rick Meyer on Hole in the Rock Foundation construction (Leppanen). Leppanen talked with Meyer on August 14, 2018. HIRF was issued a permit by Meyer for the leach line and septic work and Meyer said that private property owners in Bluff could use the right-of-way for their use from the property owner's property line to the edge of the black top. Meyer inspected the work but, from a safety concern, Meyer allowed the filling in as the HIRF did it.
8. Report on website (Sosa) Ewing had been given a "timeline" to make the website transition happen at the suggestion of Sandy Maillard. This should happen within the next day or so. Zander Lott was not included up to this point due to logistics. He will be in the future and Sosa agreed to be the administrator of the site.
9. Sayers Murray and Bob Helmes to draft letter for approval to superintendent on school new and old.

NEXT WORK SESSION IS TUESDAY, AUGUST 28, 2018 AT 8:30 A.M. AT THE BLUFF
COMMUNITY CENTER