

Bluff Town Council Meeting  
January 7, 2020  
Bluff Community Center at 6:00 p.m.  
190 N 3<sup>rd</sup> East P.O. Box 324  
Bluff UT 84512  
435-672-9990

Regular meetings are held every Tuesday at 6:00 p.m. at the Bluff Community Center. Requests to be on the agenda may be submitted in writing to Ann Leppanen (ann@townofbluff.org) at least 4 days before the meeting. Agendas and minutes are posted at: townofbluff.org and audio, in addition, at the Utah Public Notice Website

Minutes

The meeting started at 6:18 p.m. because of the delayed Community Garden Presentation Roll Call Mayor Ann K. Leppanen, Luanne Hook, Brant Murray, Jim Sayers, Linda Sosa

Approval of Bluff Town Council Work Session Minutes on 12/16/19

Sayers motioned to approve the minutes, Hook seconded and Leppanen, Hook, Sosa, and Sayers voted in favor, Murray abstained.

Approval of Bluff Town Council Meeting Minutes on 12/17/19

Sayers motioned to approve the minutes, Hook seconded and Leppanen, Hook, Sosa, and Sayers voted in favor, Murray abstained.

Oath of Office for Elected Council Members Sayers and Murray  
Sosa, the Town clerk administered the Oath of Office to Sayers and Murray

Unfinished Business

1. Decision on How to Handle the Transfer of the Recycling Trailer from the Bluff Service Area to the Town of Bluff (Leppanen)

Leppanen has been working on getting the trailer registered. She has the title and Vin number but it was not on the trailer when checked by a deputy. This can be remedied by (1) a prolonged process through the state, or (2) getting the VIN number stamped on a metal tag and affixing it to the trailer and having a deputy inspect it. Murray and Sayers will finish this project.

2. Update on Status of Payment to the Planning and Zoning Commission (Sosa)

Sosa sent the commissioners and advisors of P&Z a check for \$50 for their service in 2019, as agreed upon at our last meeting.

3. Update on State Auditor's Financial Report and Compliance Self-Evaluation Form (Leppanen/Sosa)

Leppanen and Sosa completed and submitted this yearly, self-evaluation intended as a safeguard for policies and best practices. We are following correct procedures but need to put them in written form. The Council agreed to discuss this at a work session Tuesday the 14<sup>th</sup> at 9:00 a.m.

4. Status of Contract with David Everitt and Work to be Done by Chris McAnany (Leppanen)

Everitt has signed the contract and will be our appellate appeal for zoning review and work on codifying our ordinances. Leppanen will get the contract to Sosa.

5. Employment Contracts with Denny Bellison, Patricia Bellson, and Carol Shook (Leppanen)

This will be added to the work session. We need a written personnel manual. We also need a locked vertical file.

6. Status of Contract with BOB for the Balloon Festival (Sosa)

Ceil McDermott has the contract and Jen Davila explained that the Business Owners of Bluff voted to add the Town to its insurance for the event.

## New Business

### 7. Local Officials Day (1/29/20) Discussion (All)

Murray will write a letter thanking elected and appointed officials and volunteers for their service.

### 8. Update on Newly Elected Officials Training on 1/4/20 (Sayers)

Seven Council members and P&Z Commissioners attended this training in Blanding. It was agreed that it was a good training that covered many aspects of town management. Leppanen will bring a thank you card for the Council to sign to the work session expressing our thanks for ULCT holding the broadcast in Blanding.

### 9. Summary of Public Meeting with USU Community Garden and Course of Action (All)

More than two dozen attended this presentation by Reagan Wytsalucy, USU extension agent. She explained her varied background of organic gardening, Native American food crops, sustainability, soil and water testing, and more. She answered questions and will create an interest survey that can be accessed on the town website. She can bring trainings and research. The Town could provide funds for the basics and set-up costs. She will get back to the town with results of the survey.

### 10. Upcoming RCAC Workshops and Content/Date (Sosa)

Sosa met with Carol Shook and Karli Salisbury, USU extension agent, about the Rural Community Assistance Corporations program that will be held at the CC over several months this Spring. The Council expressed interest in attending. Murray would like to see some Dark Skies activities this Summer.

### 11. Discussion of Date for a Work Session for Airport, Cemetery, Alleys (All)

What the Council wants to do with alleys, strategic planning for the cemetery, and maintenance at the airport will be added to the work session. Jim Hook will be invited to the airport piece.

### 12. Discussion of Date for the Required Public Hearing on CIB Grant (Sayers)

Sayers is finishing the CIB application and will submit it this month. He explained it will need a placeholder date for the public meeting. This will be added to the agenda of our next meeting to discuss when to send it in and a date for the public meeting.

### 13. Report on Finances and Budget (Sosa); Set a Public Hearing for Amended Budget (Leppanen)

Sosa emailed the December bank reconciliation, a budget analysis, and a grid of tax revenue collected in 2019 to Council members. Current bills include:

Jim Sayers - \$82.99

Reimbursement, cord for P&Z

Kilgore - \$1954.50

Overlay post office approach

Credit card - \$465.13

ULCT training - \$420.00

Google email - \$45.13

River Canyon Wireless - \$61.00

Murray motioned to pay the bills as presented, Hook seconded and Leppanen, Hook, Murray, and Sosa voted in favor, Sayers abstained.

Leppanen explained we need to have a budget meeting to amend the budget since we have received \$60,000 from the BSA and tax revenue. Leppanen and Sosa will work on it then we can set the meeting.

### 14. Changes for Financial Reporting (Leppanen)

This was covered in #3. Leppanen asked Council members to read the ULCT policy she forwarded before our work session and look for parts that can be adapted to Bluff.

### 15. Work Session with Sunrise Engineering on 1/9/20 (Leppanen)

Trenton Brown is setting up this meeting for the public and Sunrise will be in charge of it. Sayers has invited Gene Stevenson and Leppanen will continue trying to get a hold of Marx Powell. Mary Gilliam will also attend. Murray mentioned that at the ULCT training we were reminded that towns have jurisdiction over their watersheds.

#### 16. Executive Session to Discuss Imminent Threat of Litigation

At 7:20 p.m. Murray motioned to close the regular meeting and go into executive session to discuss imminent litigation. Sayers seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor. At 7:41 p.m. Sayers motioned to close the executive session, Hook seconded and Leppanen, Murray, Sosa, Sayers, and Hook voted in favor. At 7:42 p.m. Sayers motioned to reopen the regular meeting, Murray seconded and Leppanen, Murray, Sosa, Hook, and Sayers voted in favor.

#### 17. Other

Murray reported that he met with Jackie Warren and Linda Richmond and they were planning to get the petition to dissolve the BSA out next week.

Sayers mentioned the need to knock down pavement ridges near the entrance to the Senior Center. Leppanen will contact Carol Shook and Denny Bellison.

Adjourned at 7:46 p.m.

Linda Sosa Recording Officer