

Bluff Town Council Meeting Draft Minutes
October 13, 2020
Bluff Community Center at 6:00 p.m.
190 N 3rd East P.O. Box 324
435-672-9990

Regular meetings are held the first three Tuesdays of every month 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

This meeting was held electronically.

The meeting started at 6:00 p.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jim Sayers, Linda Sosa, Brant Murray

Approval of Regular Bluff Town Council Meeting Minutes on October 6, 2020

Sayers motioned to approve the minutes with two modifications, Lu seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor

Unfinished Business

1. Update on Bluff Service Area and Bluff Town Council's Joint Presentation to Utah Division of Water Quality Board (Leppanen)

Leppanen and a BSA representative will virtually attend this meeting October 28th. She has sent them a packet of materials and verified they received it. This their monthly meeting.

2. Clarification of Payment on Bluff's Insurance for the Airport and Other Property; Appraisals on October 8, 2020 of Bluff Town Property (Leppanen/Sosa/Sayers)

Leppanen clarified that at a previous meeting we waited to pay part of our insurance to make sure we had budgeted for it and we had because insurance is now separated into categories, such as airport insurance. Murray and Sosa met with the appraiser and answered questions and showed her the CC property. Her information goes to the insurance company. They agreed it went well.

3. Internal Audit Report by Erin Richards (Sosa/Leppanen/Richards)

This will go on next week's agenda so Richards can answer questions from the Council.

4. Rocky Mountain Power Donation Request (Leppanen)

Leppanen reported Debra Dull of Rocky Mountain Power contacted her asking if we have any projects that we need assistance with, as she is at the end of her budgetary year and could make contributions. Leppanen explained to her we are using Cares funds for audio/visual equipment and may have a shortfall. Dull sent us \$2,400, so we will not have to go into our budget. Murray and Sayers commented on what a great partnership this has been and great help to the community. Murray will write a thank you note expressing our gratitude.

5. Discussion and Vote on Use of CARES Money for NetForce Video Conferencing System (Leppanen)

Sayers talked with NetForce about what they were recommending for the Town. Sayers explained it is similar to a live, televised broadcasting system through a dedicated YouTube channel. We would still use Google meets but the host would have to use the equipment at the CC. Hook said it was covered by CARES Act funds. Sayers motioned to use CARES funds to buy it, Murray seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor. Leppanen suggested a hired person, such as a future business manager, could do set up for meetings. She said the next step is to meet with us all, do training, and a site survey. Leppanen will let the company know we want to go forward.

6. Update on Bluff Cemetery Board, Fire Ban Ordinance, and Reparations on Fire Damage from October 1, 2020 (All)

Leppanen talked to David Carpenter about how part of Cemetery Hill went from a previous owner to SW Heritage Foundation to the Bluff Cemetery District, a County Special Service District. Carpenter thought it was not recorded correctly. Wording on the deed says if it is in our boundary then the Town manages it. Leppanen will talk with Mack McDonald about transferring it to Bluff. She will be working on a town fire ban. She will check with Dan Meyer and the HTR people but things seem to be moving along. Hook suggested a fire ban sign at the fire station and smaller signs.

New Business

7. Discussion and Vote for 2023 UDOT Safe Routes for School Grant Application (Leppanen)

Leppanen agreed with Murray, who previously stated it was too soon for this grant. It is to help students to have a safe walking/biking route to school but because school is closed we have no data. We will look at it again next year. Murray expected the Main Street Plan to cover some of this issue.

8. Update on Roads, Planning and Zoning (All/Haviken)

Murray said there would be more crack sealing when the weather became cooler. Leppanen talked with the County about D roads and now has a better understanding. The solar signs at both ends of Town frequently don't work and Sheriff Torgerson has said it is not sheriff issue. Murray and Michael Haviken will check the west one to see if it needs solar batteries. He will follow up with Torgerson. The plan has been to match funds with UDOT for new, electric signs. Jim Hook offered use of the electricity at his motel sign. UDOT has a new study for crosswalks where we can pick the place and time to record, such as between the Desert Rose and Comb Ridge Eat and Drink in the evening. They will honor our data. P&Z has a work session tomorrow, the BSA also meets and BWW is not known.

9. Report on San Juan County Commission Meeting of October 6, 2020 (Leppanen)

Terrible internet and no Bluff issues.

10. Purchase of Safety Equipment for Outdoor Pickleball Court (Leppanen)

The CARES Act can provide funds for activities that must move because of Covid. Haviken asked the Town to purchase pool noodles to surround vertical poles under the pavilion to continue with pickleball. Sayers motioned to approve the purchase with

CARES funds, Murray seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor. Murray has purchased picnic tables.

11. Changes in Timesheets for Employees/Contractors/Community Center Wi-Fi. Update (Sosa)

Richards suggested having employees or the manager sign pay sheets. Sosa is creating a timesheet for contract services since there are different locations, such as the airport, that are paid by different accounts. She reported Jared from River Canyon installed a stronger modem and a booster for a hotspot. He can help us with security.

12. Financial Report (Sosa/Murray)

Sosa sent Council members the bank reconciliation for September. Murray will sign off on it.

13. Other

Hook reported the lunch meeting with Congressman and his staff went well.

Representatives from the Council, BOB, and P&Z attended and discussed how covid affected our town and other issues.

Sosa has sent out an email blast for the October 24th Town clean up day.

Sayers motioned to adjourn at 7:05 p.m., Murray seconded and Leppanen, Sayers, Sosa, Hook, and Murray voted in favor.

Linda Sosa Recording Officer

This meeting took place electronically in order to follow the social distancing guidelines given by state and local authorities. The public was able to connect and participate electronically.