

Bluff Town Council Meeting Minutes
November 2, 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 6:02 p.m.

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

Approval of Bluff Town Council Regular Meeting Minutes of October 20, 2020

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

Approval of Bluff Town Council Work Session Meeting Minutes of October 26, 2020

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

Sayers was attempting to join the meeting and did after the approval of the minutes.

Leppanen reminded that the meeting had been changed to Monday and properly noticed because of tomorrow's election.

Unfinished Business

1. Discussion and Approval of Contract with NetForce for Sound System using CARES Money and Rocky Mountain Power's Donation (All)

Leppanen emailed copies of our CARES funding uses, the Rocky Mountain Power donation, and the NetForce service and charges breakdown to Council members. This was discussed at the October 26th Work Session. Murray motioned to approve the contract because we need their services and security, Hook seconded and Leppanen, Hook, Sayers, Sosa, and Murray voted in favor. Hook was aware that some entities have not used any CARES funding from watching a Utah League of Cities and Towns webinar and thanked Leppanen for moving forward. The Council was very concerned about adequate security. Leppanen will sign the contract and inform NetForce tomorrow.

2. Discussion and Vote on Fire Ban Proclamation (All)

Leppanen and Chris McAnany discussed following the state guidelines for burning. Anthony Lott, the fire chief, announced the statewide ban had been lifted. Council members expressed concern about the continuing dryness and danger. People need to be very careful. Hook stated open burning required a permit. Murray motioned to follow state guidelines, Sayers seconded and Hook, Sosa, Sayers and Murray voted in favor, Leppanen opposed.

3. Discussion and Vote on the Town of Bluff Audit with Larson & Company in Lieu of Smuin, Rich, and Marsing (Leppanen)

Leppanen explained we had planned on working with Smuin, Rich, and Marsing to do our audit when they informed her and Sosa a week ago that they could not do the audit and financial report. In searching for an accountant to do the financial report part, several people recommended Larson & Co., who can do both the audit and financial report because they have separate divisions. They do work for the City of Moab and FCM. They will work with Pelorus and Zions Bank to get the reports and figures they need. They can do the work by the end of the year and stay close to our budget, which is \$10,000. Our appraisals have just come in and come to \$855,000. Jon Haderlie will work

with Kyle Walker at Pelorus and Sosa to get the appraisals and depreciation into our books. Zions will contact Sosa for authorization to access our Zions accounts. Leppanen was grateful this work will be done virtually. Murray motioned in lieu of SM&R that we hire Larson & Co. and Leppanen sign a letter of engagement that included the budgeted money and having the work be done in a timely fashion, Sayers seconded and Leppanen, Hook, Sayers, Sosa, and Murray voted in favor.

4. Discussion & Vote on Contract with Bonneville Research and Bob Springmeyer for Strategic Planning (All)

Leppanen explained that there is money in the budget for strategic planning and Springmeyer insisted the first phase of the work would be pro bono with a cap of \$6,500. We will set a work session to plan how to do local work, including talking with peer towns and a town advisory group. Sayers motioned to accept the contract, Murray seconded and Leppanen, Hook, Sayers, Sosa, and Murray voted in favor. Hook felt this could help us address the lack of diversification of business.

5. Status of Dissolution of the Bluff Service Area and Report on Presentation to the Utah Division of Water Quality Board (Leppanen)

Leppanen and Jackie Warren, Chairperson of the BSA, had a highly successful presentation to DWQ, who voted unanimously to forgive the BSA debt of \$164,000 instead of transferring it to the Town. DWQ encouraged the Town to make sure all reports and water studies the BSA has are retained in one place so they do not need to be replicated if there are new projects in the future.

6. Report on Receipt of CARES Money (Leppanen)

We received our third distribution and it was a little less, \$6,376. We have between \$600 and \$800 left and will include ways to use this money in the Work Session. Sayers mentioned the Chapterhouse has received tribal CARES money for tribal members that have been impacted and/or have underage children. Many people from across the river work in town and Jen Davila will send an email to BOB that there are applications at the Chapterhouse.

New Business

7. San Juan County Homeless Coordinating Council Update (Leppanen)

Leppanen is on this committee and reported they are still looking for relief organizations or churches to help use grant funds to help with housing and services. The Mission is working on food relief for families and Sayers volunteered to find out who to talk to there and give Leppanen the contact information. Leppanen will talk to Steve and Fran at Twin Rocks. Their next meeting is November 18th.

8. Report on Community Development Block Grant Introductory Meeting on October 28, 2020 (Hook, Murray)

This grant is what paid for the Town 50-year water study. Murray and Hook reported a public meeting is needed to get ideas from the public for a new project. It was decided to hold the meeting November 17th at 5:30 p.m. and Hook will get a pdf to Leppanen to post as a public notice. Murray explained grants are awarded on a point system and we lose a point because we just completed a project but gain points because we matched funds on the last project. Hook said there are many options for projects.

9. Report on San Juan County's Pre-Disaster Mitigation Plan (Leppanen)

Leppanen wrote a letter to the County expressing our willingness to participate. Sayers motioned to approve the letter, Murray seconded and Leppanen, Sosa, Hook, Murray and Sayers voted in favor.

10. BLM and Indian Creek (Leppanen)

The Council wanted more information about how this could affect Bluff and the aquifer so Leppanen will check with Amber Johnson at the BLM and put it on next week's agenda. Sayers mentioned there are springs in the area that are important to wildlife.

11. Update on GRAMA and Working at Home (Sosa)

Sosa just completed the yearly training. She sent the Council and P&Z a Dear Abby question and answer from the Division of Archives website about working from home. Everything pertaining to governmental work on any device is discoverable for GRAMA requests and must be kept safe and segregated. We have several binders containing completed projects in the office.

12. Financial Report (Sosa)

Sosa explained the bills could not be approved at the last meeting because they were not on the agenda. Sayers motioned to approve the bills, Murray seconded and Sayers, Leppanen, Hook, Sosa, and Murray voted in favor.

P&Z Stipends - \$150.00
Carol Shook - \$184.70
Patricia Bellson - \$68.34
Denny Bellison - \$20.77
Essential Plastics - \$255.00 CARES Dilego
Comb Ridge Eat and Drink- \$24.20 CARES Clorox wipes/Dilego
Helgerson - \$422.50 (mow airport)
Helgerson - \$35.00 (trash)
Helgerson - \$60.00 (mow CC)
US Treasury - \$106.60
Rocky Mtn. Power -\$ 359.33
San Juan Record- \$13.30
River Canyon - \$80.99
Country Comfort - \$78.00
Bankcard - \$1,178.04
XMission - \$15.00
Google Suites - \$51.58
Office Depot, ink, paper - \$121.15
ULCT - \$149.00
Vista Print - \$528.31. CARES signage
Amazon - \$752.02. CARES pool noodles/ pickle ball (\$204.12) PPE/Dilego
Stand up Stations - \$169.98 CARES free standing hand sanitizer
Frontier - \$83.04
Chris McAnany -\$632.50
BWW - \$66.98
ULGT - \$3924.00
Erin Richards - \$704.00 audit – \$559.00 minutes - \$145.00

13. Reminder to Vote in Person, not By Mail, if Possible, and Set a Work Session Date for Discussion of Job Duties and Miscellaneous Items (Leppanen)

The Council set the Work Session for November 10th at 10:00 a.m. It will include our lists of duties, in preparation for our work with Springmeyer, CARES funds, and the virtual audit. Leppanen reminded the importance of voting tomorrow. There will be a polling place in Montezuma Creek at the fire station from 7 a.m. to 8 p.m. The Rural Utah Project is helping get people to the polls.

Murray motioned to adjourn at 7:12 p.m., Sayers seconded and Leppanen, Hook, Sosa, Sayers 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.