

Bluff Town Council Work Session Minutes  
October 26, 2020

Bluff Community Center at 10:30 a.m.  
190 N 3<sup>rd</sup> 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 10:32 a.m.

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

**1. Discussion on NetForce Recurring Monthly Charges and Which Options to Use (All)**

Josh Daggs was present to answer questions. Leppanen explained we have sufficient CARES funds to cover installation and additional funds from Rocky Mountain Power to cover the monthly fee. Daggs explained the different levels of service, starting with the baseline gold level, \$489 a month. He suggested we approach the system in stages and the gold level is the starting place to meet all our basic needs. Included are security, monitoring, problem solving, live streaming, access to the help desk for questions and help with things like presentations and media. They will help interface with River Canyon or Emery Telecom. We can continue with Google Meets and their closed captioning feature. Daggs stated the importance of security and they will work with us on options and best practices for keeping governmental and private information separate. The Council felt Daggs answered their questions well and the vote to accept the contract with NetForce will be on our Monday agenda.

**2. Discussion of Involvement in Disaster Mitigation Plan in San Juan County (All)**

Leppanen explained the County updates the Disaster Mitigation Plan every three to five years. She had previously sent the draft of the letter of the Town's commitment to participate in the San Juan County Mitigation Planning Process to the Council

members. The Council agreed she should sign it and send it to Tammy Gallegos. It will be on the next agenda for the vote.

### **3. Discussion of Audit of November 2, 2020: How is the Preparation Done?**

#### **(Sosa/Leppanen)**

Sosa explained the audit team from SMUIN, RICH & MARSING will spend the day with her and Leppanen. They sent a list of information they will need and they use it to write a report. Then they present the report to us before they submit it to the state in December. It is for the fiscal year of 7/1/19 to 6/30/20 and working with Erin Richards on an internal audit was very helpful. Leppanen will check with the accountants on whether it needs to be a full or partial audit. One Council member will be available to talk to them.

### **4. Discussion of an Ordinance Consistent with the State's Extension of the Closed Fire Season.**

Anthony Lott has a letter out about the extended fire season. Leppanen stated we may need to do a proclamation or resolution about burning inside the town. It was suggested that we follow the State Proclamation. Leppanen will check with Chris McAnany and she will put it on our next agenda.

### **5. Other**

We moved our next meeting to Monday, November 2<sup>nd</sup>.

Sayers motioned to adjourn at 11:31 a.m., Murray 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.