

## Bluff Town Council Work Session Minutes

September 17, 2021

Bluff Community Center at 10:00 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 10:02 a.m.

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

### **1. Discussion of Bluff Animal Rescue's Request for Space for Kennels**

At the September 14<sup>th</sup> meeting BARC expressed the need for a new location for its kennels and inquired about using land at the airport. Dudley Beck reported that he, Paul Martini and Gary Guymon looked at an area at the Guymon Farm but determined it would not be passable in the winter. Leppanen said our BLM lease needed to be checked to see if we are allowed to sublet or lease and if there are restrictions from the Aeronautical Association. The Council liked the idea of having it out there, if it is possible. BARC would build a structure and address heating in the winter. Leppanen will talk to the airport manager and the BLM.

### **2. Review of Municode Contract and Work**

Kathy Carson has Municode up to date through August and more additions will be made quarterly.

### **3. Discussion of Applying for a Loan from Community Impact Board for Class C Road Work**

The Transportation Board voted to give the Council a grant of \$46,715 toward the quote of \$186,866 for graveling and crack sealing from LeGrand Johnson. The Town would match the \$46,715. Michael Haviken had suggested getting a low interest loan from the CIB for the short fall so the entire project could be completed. Leppanen considered asking Bruce Adams if this could work for Bluff; the CIB has been highly critical and reluctant to work with Bluff because of oil and gas issues. Hook pointed out the cost of mobilization of equipment is high, making it cost efficient to get all the equipment to town once. Other ideas were:

- limit the scope of the project,
- do the graveling only,
- use Roads funds, two more checks are coming this year,
- use the General Fund, if needed, and reimburse the account as the Roads checks come in.

Sosa noted using Road funds this way would significantly decrease the total and asked how Haviken's discretionary funds would fit it. Leppanen will check with Adams and clarify information with Haviken. This will be voted on at the September 21<sup>st</sup> meeting.

#### **4. Discussion of Fee Schedules for Subdivisions, Land Use Clearance, Municipal Utility Taxes, and Others**

Leppanen suggested it may be time to look at a fee schedule. We are setting fees for short-term rentals and business licenses and we should consider franchises, land clearance, subdivision and airport fees as we approach 2022. All these have generated lawyer fees. The Council agreed she could approach Chris McAnany about a list of fees and how they are designated. Sosa suggested reading the fee section in the handbook and checking with other small towns.

#### **5. Review of Business Licenses and Ordinance and Short-Term Rental Applications and Ordinance**

After much discussion the Council agreed to put the application on the website to start the process.

#### **6. Discussion of When to Review Off-Street Parking and Animal Ordinances**

Planning and Zoning has completed both ordinances and passed them to the Council. The Council discussed how to approach them and favored one at a time, off-street parking first, and starting in November. This will be on the next agenda.

#### **7. Other**

Leppanen applied and has been invited to join the Rural Leadership Academy. P&Z would like to have a joint meeting and discuss Dark Skies, among other issues. Leppanen had followed up with James about a leak in the roof of the school and it had been repaired. He will work on the lighting at the new school that is affecting homes in that area.

Sayers motioned to adjourn the meeting at 11:23 a.m., Murray seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor.

Linda Sosa, Recording Officer

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

For requests to receive emails/meeting invitations email [linda@townofbluff.org](mailto:linda@townofbluff.org)