

Bluff Town Council Regular Meeting Minutes

November 2, 2021

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 6:03 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 19, 2021

Sayers motioned to approve, Murray seconded and Leppanen, Sayers, Sosa, Murray and Hook voted in favor

Unfinished Business

1. Update on Old Bluff Elementary School Plan (Hook, Murray, Sayers)

Murray reported he met with the school locksmith Billy Malloy and changed the gate and outside locks. The propane is down to 14% and Diamond C Propane will be able to fill a tank Thursday since we now have the key. Sayers informed he has opened accounts with BWW, Rocky Mountain Power and Diamond Propane. He was given a quote of \$2220 a year from our insurance carrier. He has been in contact with Heather Atene, the financial director and discussed paying 50/50 until the correct proportion is figured out. Sosa explained that there needs to be a policy of what the proportion is and when billing is done. Wes Shook wanted to know if the costs could be shared with the public and Sosa explained she can do a financial report. Leppanen wanted clarification on an email from Woody Lee stating that David Conine and Atene would be UDB's advisory committee. Sayers will try to clarify whether Lee meant Conine and Atene are temporary or permanent advisors. Sayers said there are ideas for the two from the Council. Leppanen has received keys for the drop-down tables from James. These discussions will continue at tomorrow's Work Session.

2. Update on AmeriCorps Orientation of November 1, 2021 and Schedule (Leppanen/Sayers); Tour of Edge of the Cedars and Blanding (Murray/Sosa); Topics for "Lunch and Learns" by the Bluff Town Council on November 8 and 2 December dates (Leppanen)

Leppanen and Sayers spent time with the group in their morning orientation and Murray and Sosa spent the afternoon with them at the Edge of the Cedars. Everyone agreed they were a great, committed group. Willie Greyeyes and Christina Fitzgerald both spoke to them. Leppanen and Sosa brought pizza to their Lunch and Learn today where Reagan Wytsalucy spoke about the impact her culture and background has on her life and profession. Tomorrow we will discuss the two Lunch and Learns we are responsible for.

3. Discussion of Noxious Weeds and Vote on Proposed Weed Ordinance (All)

This is moved to tomorrow's Work Session.

4. Discussion and Vote on Municode Ordinance, Frequency of Updates (Leppanen)

This is moved to next week's agenda since it has not been finished.

5. Update on Municipal Election (Leppanen)

Those running for office are unopposed but County results should be available after 8 p.m. Sosa reported that she has her and Leppanen's Financial Reports; even though there were no financial contributions the County said to fill them out and keep them, and Hook can complete hers when she returns.

6. Update on Town Clerk Position and Resignation of Transcriber (Leppanen/Sosa); Discussion of Capitalization

Erin Richards has been doing minutes for P&Z and is working on policy for the Council but will be leaving late November. The Council agreed she has been doing great work for us. Murray motioned that Leppanen post a job opening for transcription at the Post Office, Sayers seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor. Richards explained to Leppanen and Sosa about the importance of determining capitalization and depreciation on the school and an accountant will be needed to do those. The audit is finished.

7. Update on Question from Planning and Zoning Regarding Variances and Possible Addition to Ordinances (Leppanen)

We are waiting on answers to variance questions from Chris McAnany. BOB asked that the Dark Skies deadline be extended because of the hardships brought on by Covid. It will be on next week's agenda.

8. Update on Community Development Block Grant Workshop and First Public Hearing to be Scheduled (All)

Sosa reported that she, Leppanen and Sayers attended this workshop that is the mandatory first step to submitting CDBG grants. It was very informative and the leaders are willing to help us with the steps needed for grants. Leppanen suggested posting a public hearing notice on the UPNW in time to meet November 16th before our regular meeting to get public input for possible projects. Sayers motioned that we use that date and Leppanen post it, Murray seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor.

9. Update on Community Center for November (Sosa)

Leppanen and Sosa met with the CC manager to discuss current issues. We have a new meditation class on Mondays and Girl Scouts has started meeting outside twice a month. This means classes are meeting in the CC every week day and it was decided to recommend that the CC remain closed in November and December because of increasing Covid numbers. There is a meeting of the Murdered and Missing Indigenous Women and Girl's Task Force on November 20th but it is a Saturday. Mainly Marathon will use the restrooms one day. Murray motioned to keep the CC closed in November and December and reevaluate in January, Sayers seconded and Leppanen, Hook, Sosa, Murray, and Sayers voted in favor.

New Business

10. Discussion and Vote on Off-Street Parking Ordinance (All)

This mirrors San Juan County policy except for businesses being responsible for broken signage. It will be discussed in the Work Session.

11. Short Term Rental Ordinance and Revisions Discussion (Sosa)

Sosa reported four applications have been completed and she has added information on the website to streamline the application process. Sayers pointed out this is an issue towns and cities are struggling with. This discussion will continue at the Work Session.

12. Discussion and Vote on Policies Related to Email Management, Town Laptops, Social Media, Campaign Financial Reports (All)

Leppanen explained the Council has purchased six computers from NetForce and Council members have signed for them on a form which will be discussed at the Work Session and voted on at our next meeting. Richards has been working on the drafts of policies, these will be discussed at the Work Session, sent to McAnany, and voted on at a future meeting. Sosa is collecting the financial campaign reports.

13. Other/Adjourn

A bike rack for the CC is pending.

The Citizens Institute Rural Design is investigating a rural recreation grant.

Road work is finished and a full report will be on next week's agenda.

We received the \$46,000+ matching funds for the road work from the County Transportation Board.

NetForce will train Council members on operating the broadcast system Thursday.

Sayers motioned to adjourn the meeting at 7:13 p.m., Murray seconded and Leppanen, Hook, Sosa, Murray, and Sayers 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 will be able to connect and participate electronically.

For requests to receive emails/meeting invitations email linda@townofbluff.org