

Bluff Town Council Work Session Minutes

July 13, 2022

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 on the Town Council tab and audio, in addition, at the Utah Public Notice Website

This meeting was held electronically.

The meeting started at 10:01 a.m.

Roll Call

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

Erin Nelson, Town Manager

**1. Review of Dr. Barentine's Edits to the Exterior Lighting Ordinance**

This is a review before tonight's joint meeting with Planning & Zoning. The goal is to go through Dr. Barentine's application recommendations, not change what is currently in place in the ordinance, and to build consensus about future changes. Leppanen pointed out we have closed the contract with Dr. Barentine and paid him for his services. More work would require a separate contract. Sayers asked what is the value of Dark Skies to the town, answers included quality of life, tourism, and it is part of the General Plan. Council members liked Dr. Barentine's recommendation to use the word luminaire as light measurement. Leppanen explained the 10-year period is a fixed date required by the IDS, not a date for compliance. Ideas discussed included that we are close to compliance and individuals and businesses have already spent money on changes, the ordinance could have some modifications by the time the application is submitted, can we subsidize people, and at least one business has made changes but is waiting on parts because of supply chain issues. On July 19<sup>th</sup> the Council will vote on moving forward with the application.

**2. Do a Practice WEPS/GETS** This is moved to August. Leppanen pointed out the County is updating their emergency plan. Murray suggested getting an office cell phone

for emergencies, town business and deposits. Nelson will research it and it will be on the next agenda.

### **3. Discuss the Food Pantry Pass Through Grant from San Juan Public Health**

Leppanen noted there is nothing from the County yet. Mack McDonald is working on documentation for monitoring the grant, the agreement and process.

### **4. Discussion of Various Land Use Issues**

a. The Town needs addresses for new homes at Copper Cliffs and other places. Correct addresses are important for the 911 data base, especially since it is relayed from Price. Leppanen has met with Mack McDonald, who explained Bluff is responsible for addressing. Mary Gilliam has volunteered to help with mapping. Ideas include contacting the Surveyors' Office, checking with Blanding Officials, hiring someone, and getting a grant. Nelson will gather information for our next meeting.

b. Leppanen and Marcia Hadenfeldt met with the owner of Bluff Dwellings about his waving signs for the café. This type of sign is required to be temporary. He is working on new designs that follow sign regulations and should have them in place for next year's season. The goal is to work with him. This will be on the next agenda.

c. The Town received a request from Cadillac Ranch for assistance with flood water drainage. Leppanen walked through the problem area that has three different landowners and involves UDOT, who the Town contacted and has cleaned out their part of the culvert. Hook declared she was one of the landowners. The first quote Cadillac received for cleanout of the ditch/culvert is \$100,000, the second quote is under \$20,000. Chris McAnany sent a legal perspective that the Town has no legal obligation because it is private property, however, the Town may consider this type of request on a case by case basis if it benefits the community as a whole and could consider a contribution. Thoughts that came up included: no public funds should be used for private land, there was a BSA storm water project that improved and lessened the amount of water upstream from Cadillac Ranch, the northern retaining pond slows the water down that has flooded that area in the past. This will be on the next agenda. Leppanen asked any questions be sent to her and she will forward them to McAnany.

### **5. Discussion of Town Manager's Draft Policies**

Nelson presented a draft Travel Policy that included reimbursement forms and the procedure for getting reimbursement.

The Council liked the idea of reimbursement vs per diem, removing the 50-mile radius and pre-approving travel. If virtual meetings are available that should be chosen over travel. Receipts must be supplied for audits. The Council felt the policy was very workable.

## **6. Discussion of Draft Incident Reports and Procedures**

Nelson presented a detailed but easy to follow policy and form. She will include Workman's Comp process.

Sayers motioned to adjourn the meeting at 11:55 a.m., Murray seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor.  
Linda Sosa, Recording Officer

This meeting will follow the social distancing guidelines given by state and local authorities. This meeting will be held virtually. The public can participate by telephone at 1 904-900-0507 (PIN: 364208783) or through [meet.google.com/ytf-sjdx-csv](https://meet.google.com/ytf-sjdx-csv). To view the livestream, or watch past recordings, please visit our YouTube channel: <https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw>  
**For requests to receive emails/meeting invitations email [linda@townofbluff.org](mailto:linda@townofbluff.org)**