

Bluff Town Council Work Session Minutes

August 3, 2022

Bluff Community Center at 9:00 a.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 on the Town Council tab and audio, in addition, at the Utah Public Notice Website

This meeting was held electronically.

The meeting started at 9:03 a.m.

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

2. Discussion of Matching Class C Roads Money with Funds from San Juan Transportation Board

Michael Haviken reminded the Council that the town has been awarded \$55,000 in matching funds for maintenance and improvement class of C roads. Blanding and Monticello also received funds. He spent time going over funding, what the Town currently has and what the budget would look like. He would like the Council to approve going forward at our August 9th meeting so he can schedule the work with the County. If the County is unable to get to us we will need to go the private sector route which is not as cost effective. He spent time with Leppanen and Sosa looking at the roads budget and Hook. He listed the streets that would be chip sealed, about six blocks or 2600 ft. Maintenance included patching. Leppanen will send Council members the scope of work. Council members were favorable and it will be voted on at the August 9th meeting. If it passes Nelson will help Haviken prepare for plan submission to the County. Haviken committed to stay on the Road Committee until the end of the project.

1. Discussion of Transportation Planning Grant

Molly Schmitt proposed creation of an active transportation plan committee under the town of Bluff. While the Town has received small grants for large projects this plan is needed to fund large projects. She named several UDOT and USDOT grants that are available including:

- Tribal/Rural/Nonprofit Focus: Reconnecting Communities Grant Program
- Safe Streets and Roads for All (UDOT) - September 15, 2022
- TIF Active Funding (UDOT) - Active Transportation projects.
- TPA Grants - (UDOT) now has Technical Planning Assistance grants available to assist Towns in creating Transportation Master Plans, General Plans, etc.

She showed the UDOT step by step guide for the active transportation plan. The Safe Streets and Roads Grant is a major consideration; it does require a 20% match. The Council was favorable to the idea of the creation of a committee. It would make

recommendations and the Council would vote. Forming a committee will be voted on at the August 9th meeting.

3. Discussion of the 2023 Budget and How These Requests in 1 and 2 Work with the Budget

Leppanen pointed out there are several unknown budgetary concerns, the possibility of pending litigation legal fees, the costs of the CCC, \$55,000 in possible matching road funds, and Sosa pointed out we have three new employees, totaling around \$80,000.

The 2022-2023 budget does not include these in the budget other than the employees.

The Council took a break from 9:52 to 10:00

4. Practice a WP Call

Hook explained how the Dialer App works and how to access it.

5. Discuss Strategic Long and Short-Term Planning

The Council agreed strategic planning was important as the Town moves forward.

Leppanen noted the Council has accomplished a great deal in our first four years. A facilitator can help with goals, structure, getting work done and actionable deadlines.

The Design Review Team has been trying to get a planner and Leppanen will bring ask for recommendations at her Rural Leadership Academy meeting and ULCT.

6. Any Changes to Exterior Lighting Ordinance

Leppanen explained the Dark Skies Application needs to be submitted before the end of the year to be subject to the current standards. Council members felt the

recommendations were good. Discussion centered around the enforcement process,

the 10-year limit and legal action piece. Sarah Burak and Leppanen can make the language changes. The enforcement piece needs to be a mechanism, i.e., one or two

letters, who is involved, attorney and/or enforcer or County? There will be a vote on

Leppanen will meet with Burak about enforcement.

7. Review Protocols for Bluff Town Council

Leppanen reviewed following the same procedures, Nelson will write policy for them.

- Agendas- requests go on the agenda, if needed then go to a work session and a vote at the next meeting:
- Committees make recommendations to the Council who makes the final decisions:
- Staff is directed by the mayor:

8. Other

None

Sayers motioned to adjourn the meeting at 10:50 a.m., Murray seconded and

Leppanen, Hook, Sosa, Sayers and Murray voted in favor.

Linda Sosa, Recording Officer

This meeting followed the social distancing guidelines given by state and local authorities. This meeting was held virtually. The public could participate by telephone at 1 904-900-0507 (PIN: 364208783) or through 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