

Bluff Town Council Regular Meeting Minutes

October 18, 2022

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

This meeting was held electronically.

The meeting started at 6:00 p.m.

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

Erin Nelson, Town Manager

Approval of Bluff Town Council Work Session Meeting Minutes of October 11, 2022

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

Approval of Bluff Town Council Regular Meeting Minutes of October 11, 2022

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

Approval of Bluff Town Council Emergency Meeting Minutes of October 12, 2022

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

Public Comment:

Jen Davila congratulated the Art Festival Committee and everyone involved with it on their great work and a successful festival.

Unfinished Business

1. Discussion and Vote on Changes to the Exterior Lighting Ordinance (All)

Dr. Barentine sent the Council a clean copy of the ordinance with the requested changes, adding a lumen count to agricultural zoning and keeping the light curfew so business lights are extinguished one hour after the business is closed. Leppanen noted we ended the compliance period of two years. After discussion, Hook motioned to extend the compliance period an additional three years until the end of 2024. The motion failed for a lack of second. Murray motioned to approve extending the compliance period to the end of 2023, Sosa seconded and Leppanen, Murray and Sosa voted in favor, Hook opposed. Murray motioned to approve the ordinance as presented with the change of adding 5000 lumens to AG-1, Sosa seconded and Leppanen, Murray, and Sosa voted in favor, Hook opposed. Leppanen will add the change and add page numbers. Murray suggested working on street light compliance. Leppanen has worked with Merlin at Rocky Mountain Power and has the list.

2. Discussion and Vote on Recommended Applicant for the Town of Bluff's Planning and Zoning Commission; Discussion Regarding Advertising Email Blast for Unfilled Position on Bluff's Planning and Zoning Commission

The Planning and Zoning Commission recommended Malia Collins to fill one of the two Commission vacancies. Murray motioned to approve Collins for the position, Hook seconded and Leppanen, Murray, Hook and Sosa voted in favor. She will start December 1st. Leppanen noted she is a good fit for P&Z. There is still a vacancy and it was decided the Council will

talk to people, keep the flyer posted in town and Sosa will do an email blast. Murray noted Malysa Egge said she could hold the position until it is filled and Leppanen said she could write a letter of intent.

3. NetForce/DTS Update and Vote on IT Services Provider (Nelson/All)

Nelson has been doing additional research and presented a comparative spreadsheet to the Council. NetForce added another option. Murray noted that Krieg Benally has technical capability that could be helpful. Nelson noted that both packages are good but she has been dealing with another executive at NetForce that has been helpful and it is geographically closer. Murray motioned to go with the gold package at NetForce, Leppanen seconded and Leppanen, Murray, Sosa, and Hook voted in favor. The Council thanked Nelson for her hard work.

4. Addressing Update Including Discussion of Class C Roads versus Class D Roads (Nelson/Leppanen)

Nelson has completed a form for obtaining an address and it is on our website. She has the capability of assigning addresses to Class C roads because the Town owns them. Class D roads need additional conversations with the County and developers because they are private roads. She can verify addresses and can assign numbers to motel room to aid emergency services. Code plus signs are available at the Rural Utah Project.

5. Community Development Block Grant Update and Reminder of Bidding Process and Deadlines; Phone Conference with State of Utah Transparency Regarding ARPA Matching Funds (Leppanen/Nelson)

Nelson noted the RFP deadline is October 25th and there are no official bids at this time. Leppanen is checking to see if the plan can be scaled back if there are no bids. This is moved to November 1st.

6. Update on Active Transportation Advisory Committee Meeting and "Advisory" Roles and Email Address for the Committee (All)

Hook reported that Bike Utah had a table at the Art Festival. The committee will be posting agendas and minutes on the Town website. Community engagement will start in February and they will contact possible stakeholders. Nelson brought up the question of advisors for committees. After discussion it was decided that committees should decide for themselves if they want outside advisors. Leppanen noted the minutes should name who is attending meetings and because the committee is advisory decisions come back to the Council. Nelson will research how other councils approach the dedicated email address question. Bike Utah asked for a letter of support from the Town to support looking for funding. The Council felt support letters should come from the Town, not committees, considered writing policy for correspondence like this. Murray motioned to send the letter, Hook seconded and Leppanen, Hook, Murray, and Sosa voted in favor.

New Business

7. Report on Bluff Water Works Meeting on October 12, 2022 (Leppanen/Sosa)

Leppanen and Sosa attended the meeting. Leppanen reported the water status was very good. The BWW asked for a joint meeting with the Council concerning the State's rapidly moving reallocation of water rights. They felt the 50-year plan and Sunrise working to proof our water rights was helpful. The Council will meet with them after their next meeting on November 9th at 7:30 p.m. at the library to discuss how Bluff can protect its water rights. Kathy Carson has organized water related documents and she and Nelson will research what we have.

8. Report on San Juan County Commission Meeting on October 18, 2022 (Leppanen/Nelson/Sosa)

This was mostly business related and didn't pertain to Bluff.

9. Report on Pre-Disaster Mitigation Plan Public Meeting on October 18, 2022 (All)

This was described as helpful, a good presentation, and important planning. The County is updating its plan and met in Bluff to listen to comments and concerns. Leppanen will take a partial list to the Thursday meeting in Monticello.

10. Report by Molly Schmidt as Representative on San Juan County Housing Committee (Schmidt)

Moved to the November 1st meeting.

11. Discussion and Vote on Heritage Day Request by the Bluff Fort (Leppanen)

Moved to the November 1st meeting.

12. Report by Roads Committee and Chip Sealing by PaveRite (Hook/Leppanen/Haviken)

Hook reported the road work is completed and we can give them the check for \$12,500. The invoice will go to the San Juan Transportation Board for matching funds. Michael Haviken was not present.

13. Update and Reminder of Early Voting at the Bluff Community Center on October 12 and November 2, 2022 (Leppanen)

The Council was not consulted on the dates for voting. The County did not bring a voting machine as they have done in previous years. People wanting to vote had to bring their paper ballots.

14. Financial Report (Sosa)

Sosa reported that Murray did the bank reconciliation and the quarterlies are submitted. Hook asked that the \$12,500 due to Paverite be added to the list. Leppanen noted Michael Haviken has not given his approval and he was still working on the punch list. Sosa explained she cannot write a check without an invoice. Murray motioned to approve payment of the checks and pay the \$12,500 if the work was approved the next day, Hook seconded and Murray and Hook voted in favor, Leppanen and Sosa opposed. So, the motion failed. Murray motioned to approve the listed bills, Leppanen seconded and Murray, Leppanen, and Sosa voted in favor, Hook opposed. There must be a correct invoice for the bill to be paid.

P&Z Stipends - \$150.00

Carol Shook - \$184.70

Patricia Bellson - \$85.42

Krieg Benally - \$293.75

Erin Nelson - \$1812.87

Erin Nelson - \$1812.87

Malia Collins - \$249.34

Ginny Burns/Pass through grant - \$95.87 reimbursement

Helgerson - \$50.00

Helgerson -\$225.00 Trash pick-up Sept./Oct Pass through grant

Helgerson -\$90.00 Repair Stop sign

Rocky Mtn. Power – \$515.01

Bankcard – \$856.26

XMission - \$15.00

Google Suites – \$70.45

Brand Central –\$ 37.44

Salt Lake Express – \$300.75 ULCT Conference

ABC Fire Safety - \$32.00

Amazon - \$51.01 Plexiglass and supplies

Amazon - \$31.89 Cleaning supplies CC

Amazon - \$20.74 Cleaning supplies CC

Amazon Credit - -\$66.61

UDOH –\$ 330.75 – Tuition 3 EMTs
Redd’s True Value –\$112.26 painting supplies
ULCT - \$410.00 Conference
US post office - \$60.00 Stamps
DS Accounting - \$750.00
San Juan Record - \$92.40
Emery - \$99.95
Frontier - \$119.75
BWW - \$70.25
BWW - \$77.33 September
Frontier - \$121.49
Dufford Waldeck - \$4050.00
CivicPlus (Municode) - \$94.38
NetForce - \$489.00
Sunrise - \$870.00
Dark Skies -\$746.00
Pathways - \$7,000.00 Consultants
US Treasury –\$3417.70
Larson - \$10,300.00 Audit
Bess Bennett - \$32.50 Reimburse CPR training
Paverite - \$25,000.00

School Project

BWW – \$35.00

Rocky Mtn. Power - \$254.05

15. Other

There was a septic problem at the Community Center, Steve Helgerson worked on the two systems and determined the problem was at the Senior Center.

Hook reported the Art Festival was very successful.

16. Executive Session to Discuss Pending or Possible Litigation (All)

Murray motioned to close the meeting at 7:35 p.m., move into Executive Session to discuss pending or possible litigation and adjourn at the close of Executive Session, Hook seconded and Leppanen, Hook, Sosa, 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.

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