

Bluff Town Council Regular Meeting **Draft Minutes**

January 24, 2023

Bluff Community Center at 6:00 p.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 Town Council tab and audio, in addition, at the Utah Public Notice Website

This meeting was held electronically.

The meeting started at 6:02 p.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jim Sayers, Linda Sosa, Brant Murray  
unable to attend because of technical difficulties

Erin Nelson, Town Manager

Approval of Bluff Town Council's Regular Meeting Minutes of January 17, 2023

Hook motioned to approve the minutes with a modification, Sayers seconded and Leppanen, Hook, and Sayers and voted in favor, Sosa's internet failed for several minutes

Public Comment: Jim Hook reminded the Council that the Public Hearing for alleys was about a month away.

### **Unfinished Business**

#### **1. Discussion of International Dark Sky Designation, Application, and Assignments (Leppanen)**

Leppanen explained the pre-application has been submitted and the whole process can take up to three years to complete. She would like to see two Council members work on completing the application. Hook expressed interest and if someone in the public would like to help, please contact her. Nelson will resend the application to Council members to see who else is interested and this will be on the next agenda.

#### **2. Update on Point-in-Time Count (Leppanen)**

Leppanen explained the count starts tomorrow and she, Ginny Burns, Sosa and possibly Murray will go out Thursday at 12:30 p.m. to do a count of the unsheltered.

#### **3. Update on American Relief Act Reporting Local Match (Leppanen)**

Leppanen explained this reporting is twice a year and she submitted it.

#### **4. Discussion and Vote on Modifications to Bluff Community Center Rental Contracts Regarding Insurance Requirement (All)**

Sayers motioned to drop the insurance requirement from the contract, Hook seconded and Leppanen, Hook, Sosa, and Sayers voted in favor. Our insurance on the building already covers renters.

#### **5. Review and Approval of Letter of Support for "Canyon Smokehouse" Grant Application (All)**

Sayers voted to approve the letter, Sosa seconded and Leppanen, Sayers, Hook, and Sosa voted in favor.

## **6. Review and Vote on Letters of Support for the Bluff Fort and The Wildlands Conservancy (All)**

The Fort Letter vote is moved to the next agenda to allow Sayers to read the Hole In The Rock vision statement. In the letter Leppanen listed the many ways the Fort has assisted the Town. There was a time constraint for the Conservancy support letter so Leppanen read it. Sayers motioned to approve the letter, Sosa seconded and Leppanen, Sosa, Hook and Sayers voted in favor. The request is a letter of support for preserving Cottonwood Wash for the public good.

## **7. Summary and Update of AmeriCorps NCCCPacific Region Application for 2023 and Meeting on January 18, 2023 (Leppanen)**

Leppanen requested this phone meeting with the regional director to address some of the teams concerns and it is part of the close out of the team's work. The team did not finish their project of building tiny houses and the director understood the problems. He explained we could request another team in the Fall. The team was very favorable about the amount of support and interaction they received from the Town.

## **New Business**

### **8. Discussion of Need for a Designated Safety Officer (DSO) Per the Utah Local Governments Trust and Update on Emergency Operations Plan (Leppanen)**

Leppanen reported there is a webinar about the Safety Officer and their training. They are required to set up an incident program and Leppanen noted that Nelson has already created one. This will cause a decrease in the cost of our insurance. Sayers motioned that Nelson become the Safety Officer, Hook seconded and Leppanen, Hook, Sayers and Sosa voted in favor.

### **9. Financial Report (Sosa)**

Sosa reported Murray did the bank reconciliation, business licenses are all out, all short-term licenses except three, quarterly statements to the senior center and UDB, 1099s and W-2s, and government reports. She sent the January bills due to Council members.

P&Z Stipends - \$150.00

Bonuses - \$600.00 (12) P&Z, employees and AV Tech\

Krieg Benally - \$234.75

Erin Nelson -\$1812.87

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Malia Collins - \$304.75

Patricia Bellson - \$42.71

Marcia Hadenfeldt notary - \$20.00

Luanne Hook - \$87.84 Reimbursement Lopper Tools(Dec)

Helgerson - \$50.00

Rocky Mtn. Power - \$412.69

Bankcard – \$675.42

XMission - \$15.00

USPS - \$50.00

Google Suites - \$123.61

Amazon - \$34.77 Furnace Filters

Best Buy - \$53.16 Printer CC

KFC - \$181.59 AmeriCorps Dinner

American AED - \$190.00 replacement pads

Linda Sosa – \$52.63 -Case Toilet paper reimbursement

Linda Sosa - \$498.78 - Printer for room #2 Reimbursement  
(Used wrong credit card on Amazon)

DS Accounting - \$750.00  
San Juan Record - \$14.70  
BWW - \$60.00  
Emery - \$99.95  
US Treasury - \$3649.12 4<sup>th</sup> Q  
Jacob Nelson Catering - \$1,061.61 Strategic Planning  
NetForce - \$499.00  
ABC Fire - \$8.00  
Pathway \$5000.00  
Frontier - \$147.14  
Rocky Mountain Power -\$412.69  
Dufford Waldeck - \$1080.00  
Diamond Propane - \$967.78 (Dec)  
Diamond Propane - \$749.29

School Project  
BWW – \$35.00  
Rocky Mtn. Power – \$431.61

#### **10. Other**

Leppanen explained the Strategic Planning meetings on January 25, and 26 are open to the public but the public can only observe. Comments can be sent to the website. Nelson asked Council members to bring their government computers to tomorrow's meeting and she will check to see if the new domains are working properly.

Sayers motioned to close the meeting at 6:37 p.m., Hook seconded and Leppanen, Sayers, Sosa and Hook 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](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.`>