

Bluff Town Council Regular Meeting **Draft Minutes**

March 14, 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 6:01 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 Regular Meeting Minutes of March 7, 2023

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

Approval of Bluff Town Council Work Session Minutes of March 9, 2023

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

Public Comment: None

**Unfinished Business**

**1. Report on Status of Bid for Bluff Town Airport Maintenance (Leppanen)**

Leppanen reported we are waiting for UDOT to approve the funding increase, then it will move forward.

**2. Report on Bluff Town Work Session (All)**

Murray reported it went well and many of those topics are on this agenda. Leppanen noted we will do homework on color and patterns for interior signage.

**a. Discussion and Vote on Setting Speed Limits in the Town of Bluff and Signage (All)**

The Council discussed putting interior speed limit signs on the State highway signs and/or feeder streets. Murray motioned 15 miles per hour for the interior speed limit, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor. Leppanen suggested a several phase process of signs on highway signs, interior signs and speed bumps.

**b. Discussion and Vote on Creating a “Public Works Department” or a “Roads Department” (All)**

Murray motioned to create the Roads Department and later have a Public Works Department, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor. Leppanen noted we have documentation already and will change wording from committee to department.

**c. Discussion and Vote on Phone Carrier Change (Nelson)**

Nelson reported on the two quotes, both installations would cost \$625. Murray motioned to hire the hosted system, Emery Telecom, at \$67.00 a month, Sosa seconded and Leppanen, Sosa, Hook and Murray voted in favor. Included are three phonelines into the offices, voice messaging, and an emergency phone in the gym.

**d. Discussion and Vote on Whether to Hire an AV Contractor to Run a Virtual/Electronic Option of the Bike Utah Active Transportation Plan Workshops of March 24.**

Murray motioned to go forward with this for the workshops, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor. Hook invited Council members to the workshops.

**3. Status Reports on Committee Meetings:**

**a. Bluff's Planning and Zoning Commission Meeting (No Meeting but Requests from the P&Z Chair)**

Amanda Podmore explained P&Z's interest in renewal energy zoning and sustainability and asked for direction from the Council. Leppanen suggested a work session in April with input from Chris McAnany.

**b. Active Transportation Advisory Committee Meeting (Hook)**

Already covered.

**c. Cooperative Culture Center's Design Review Committee's Meetings on March 13 and March 14, 2023 (Leppanen/Nelson/Murray)**

Leppanen explained she, Nelson and Murray spent a great deal of time Monday and Tuesday discussing the CCC's future and the million-dollar joint grant they are working on with Dave Conine, Damian Bollermann, Woody Lee, David Filfred, and Norman Lameman. James Van Reenen gave the group a walk through of the building to point out needs, including HVAC, removing overhead tile, and insulation. The grant, which is due April 14<sup>th</sup>, requires details of specific projects that support environmental and social justice. While much detail is required, nothing is set in stone at this point. The Council members and UDB were happy with the meeting.

**d. Bluff's Solar Eclipse Planning Committee Meeting (Nelson) and**

**e. Bluff's Solar Eclipse Communications Planning Committee Meeting on March 8, 2023 (Nelson/Leppanen)**

Nelson reported the focus of these meetings is how to message tourists and other aspects of needed communication.

**f. San Juan County's Solar Eclipse Planning Committee Meeting (No Meeting)**

The next meeting is the end of the month.

**g. Bluff's Road Committee Meeting (No Meeting)**

**h. Playground Committee Update (Leppanen)**

This will be on the next agenda.

**i. Bluff Water Works Meeting on March 8, 2023 (Leppanen/Nelson/Sosa)**

The yearly water report is ready to be submitted to the Division of Water Quality. There was a break in the water main in east Bluff that they dealt with quickly.

**4. Update on Strategic Planning and Committee Work (Nelson)**

Nelson reported the three groups are meeting weekly and she will check-in with Julie DeLong Friday to start coordinating for the April 27<sup>th</sup> large group meeting. Leppanen noted a great deal of work is being done by Nelson and community members.

**5. Update on Sunrise Engineering's Change Applications, Matrix, and Map (Leppanen)**

Leppanen explained Sunrise was hired five months ago to clean up some loose ends from the BSA. She and Nelson met with Marx Powell to gain insight into the reports we have received and she has put the work on pause and not send information to the State until we understand the priority dating of the water rights which are based on 1976 but could change to 2023 if new information is sent in. Powell will continue to work with them on the next steps and in April Leppanen will ask Ken Tuttle to be on the agenda to answer questions.

**6. Report on Meeting with Kelly Thornton with Utah Department of Workforce and Ginny Burns of the Bluff Food Pantry (Leppanen)**

Kelly Thornton covers this region for Workforce Services and she and her staff have been talking with people at the Food Pantry pick-up once a month. Leppanen suggested finding a space for them to meet people during the month.

**7. Report on Meeting with Mack McDonald on March 13, 2023 (Leppanen)**

Leppanen has been working with McDonald on election bills for the 2019 and 2021 election costs. We had been informed the bill for 2019 would be about \$1,000 but were billed \$3,300. The State paid for 2018. She will continue to work on this and recreation funding. We have received a salary graph showing what counties pay for positions.

**8. Report on San Juan County Housing**

Leppanen and Nelson attended this virtually because of bad weather. About 25 county participants discussed what a county-wide study would look like and will collectively write a RFB for professional services. Leppanen explained Bluff is not doing a study or survey, the Mission is doing one for their needs.

**9. Update on International Dark Skies Application and Meeting with IDA Representative on March 8, 2023; Discussion and Vote on Paying the Application Fee and Hiring a Consultant; Discussion and Vote on Forming a Dark Skies Committee to Work on Application with or without a Consultant (All)**

Amber Harrison is our assigned representative and was quite pleased we already have an ordinance in place. Murray motioned that we pay the application fee of \$250 which locks us in place for current criteria, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor. A committee will be needed whether we hire a consultant or not and Leppanen suggested moving the decision to May.

**10. Report on San Juan County Economic Development's Grant Awards (Sosa)**

Sosa explained the CED met and awarded 28 requests totaling \$184,000. The highest request granted was \$13,000. The committee looked for requests that would bring in more tax revenue and enhance business growth. Every county receives \$200,000 and Elaine Gizler will work with the Governors Office to encourage giving rural counties a higher amount because they have different needs.

**New Business**

**11. Request by Right on Que LLP, dba Canyon Smokehouse, for Local Consent for a "Beer Only" Restaurant License (Jacob Nelson and Erin Nelson) and Vote**

Murray motioned to grant local consent, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor. Hook noted this type of license is based on serving food.

**12. Request by Bears Ears Partnership for Use of Outdoor Space for a "Night Sky Program" on October 13, 2023 (All)**

Murray motioned to grant the request unless a different or safety need supersedes it, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor. Sarah Burak has requested use of the CC or CCC area: Hook suggested there was area at the Lodge if needed. Nelson noted the CC or CCC were suggested by Fire Chief Lott as possible helicopter staging areas. Sosa noted the CC is really dark and could be a problem with a large group. The Town will consider safety issues closer to the event.

**13. Financial Report (Sosa)**

Sosa sent the bills to be approved to Council Members. Murray motioned to approve the bills, Hook seconded and Leppanen, Hook, Murray and Sosa voted in favor.

P&Z Stipends - \$150.00

Krieg Benally - \$187.50

Erin Nelson - \$1820.72

Erin Nelson - \$1820.72  
Malia Collins - \$360.16  
Patricia Bellson - \$93.96  
Helgerson - \$50.00 Trash  
Helgerson - \$600 – Cane Removal  
Helgerson - \$60.00 Sign repair  
Bankcard – \$1333.02  
XMission - \$15.00  
Google Suites - \$70.45  
Amazon - \$38.25 computer mice  
Amazon - \$9.66 computer mouse  
Amazon - \$93.65 Office supplies  
Best Buy - \$903.96 projector  
Best Buy - \$202.05 refrigerator  
ULCT - \$500.00 Dues  
DS Accounting - \$750.00  
San Juan Record - \$162.40  
Pelorus - \$500.00  
Emery - \$99.95  
BWW - \$60.00  
Diamond Propane - \$850.45  
NetForce - \$664.60  
Frontier - \$147.14  
Rocky Mountain Power -  
Dufford Waldeck - \$1722.50  
Town of Bluff - \$79,450.00 deposited into CCC Development and Acquisition Account

School Project  
BWW – \$35.00

**14. Other** There is no meeting next week.

Murray motioned to adjourn at 7:23 p.m., Hook seconded and Leppanen, Murray, Sosa and Hook 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](mailto:linda@townofbluff.org)