

## Bluff Town Council Regular Meeting Minutes

March 7, 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 6:00 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 Regular Meeting Minutes of February 21, 2023

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

Public Comment: None

### Unfinished Business

**1. Open Bids Received for the Community Development Block Grant (Nelson/All) and Read the Bids into the Record (Nelson); Discuss Process for the Award of the Bid (All)**

Leppanen and Nelson unsealed the two bids. The first one from Epic Engineering in Heber contained documentation but no bid. The second from Jones and DeMille contained documentation but no bid. Leppanen will reach out to CDBG to see what our next steps should be when no estimate or bid is given for professional services.

**2. Report on Bid Process for Work at the Bluff Airport and Next Steps in the Process (Hook/Nelson/Sosa)**

Three sealed bids were opened March 1<sup>st</sup> and all were higher than the engineering estimate. Leppanen suggested this could be put on a work session, UDOT and Aviation could be contacted about the increase or the project could be done in parts. The Town's portion would increase from \$12,000 to \$13,877. The Council felt it was important to complete the work while the weather is cool. Murray motioned pay the extra amount and go with the lowest bidder, Maxwell Asphalt, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor.

**3. Recommendation of Malia Collins as the Bluff Community Center manager and Discussion as to the Next Step (Leppanen/Nelson)**

Malia Collins resume was the only qualified one that came in by the deadline. Leppanen and Nelson met with to go over current and possible future duties, including future grant involvement. Murray motioned to pay her \$30 for 20 hours per month and review in three to four months, Hook seconded and Leppanen, Hook, Sosa, and Murray voted in favor.

**4. Update on Status of Bureau of Land Management and School Institutional Trust Lands Administration Land Exchange within the Town of Bluff (Leppanen)**

Leppanen explained the three parcels within the Town boundaries were approved to go to SITLA by the legislature and now it goes to the federal government to approve the land exchange. Leppanen has been discussing this with Tim Peterson at Grand Canyon Trust and John Curtis' staff.

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

**a. Bluff's Planning and Zoning Commission Meeting on March 1, 2023 (Hook/Nelson)**

Malia Collins and Amanda Podmore are planning to attend the Bike Utah workshops. The Commission is planning on researching RV ordinances, energy zones, and matching the Land Use Clearance form with the ordinance wording.

**b. Active Transportation Advisory Committee Meeting (Hook/Schmidt) and Request by the ATAC to Hold a Virtual Meeting Using the AV System and to Pay Presenters**

This is moved to a work session for a broader conversation.

**c. Cooperative Culture Center's Design Review Committee's Meeting on March 7, 2023 (Leppanen) and Update on Federal Grant Applications for Funding (Sayers/Nelson/Leppanen)**

Nelson presented a detailed six-week timeline to the DRC for the completion and submission of the federal grant, a grant that is tailored for a non-profit and government entity partnership. Leppanen, Murray and Nelson will meet with UDB at the building on Monday for a walk around to show what spaces will be used for, necessary for the grant. Jared Berrett may join them with planning ideas. Sosa reported she and Murray have opened a CCC acquisition and development account at Zions and deposited the \$79,450 grant that the Town had been awarded for the fire suppression system through Sayers application. The bank needed confirmation that Leppanen would be a designated check signer. The Council members present had consensus that Leppanen was to be a signer. This account had been voted on at the September 6, 2022 Council meeting. Sosa will send Zions Bank a letter with consensus and the council members signatures. A member of UDB will also be a signer. Sosa stressed we can now be exact about how much we have in funds.

**d. Bluff's Solar Eclipse Planning Committee Meeting on March 1, 2023 (Nelson)**

Nelson reported committees are meeting weekly and moving forward. Partnerships are being formed, such as with EMS.

**e. San Juan County's Solar Eclipse Planning Committee Meeting on March 27, 2023 (Leppanen)**

This meeting is monthly and is looking at traffic flow, parking and camping. The BLM is removing dispersed campsites in the Valley of the Gods and making designated campsites clear. Also, the possibility of a one-way road is being considered.

**f. Bluff's Road Committee Meeting on March 2, 2023 (Hook/Leppanen/Haviken)**

Michael Haviken reported things discussed included traffic control, in town speed limits, speed bumps, maintenance and improvement of roads, funds, and an email address. The road between 2<sup>nd</sup> and 3<sup>rd</sup> on Black Locust should be on the C Road Manifest. Hook asked if this should be a Department or Committee. These topics will be on the work session.

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

No new information.

**h. San Juan County Housing Sustainability Meeting and St. Christopher's Mission's Housing Feasibility Study (Leppanen)**

Leppanen and Nelson will attend Elaine Gizler's March 10<sup>th</sup> housing meeting for Community leaders to gauge the interest countywide. Leppanen noted Father Joe has hired Bob Springmeyer to do a housing feasibility study of the tiny houses and possible small apartment house at the Mission.

**6. Update on EPA Grant (Sayers)**

No new information.

**7. Update on San Juan County Wayfinding Sign Meeting on February 27, 2023 (Leppanen)**

Leppanen noted the information packet just released was missing the map for Bluff and it was fixed after she pointed it out. There are four to five signs being considered for Bluff; signs are directional or informational not commercial. Leppanen and Murray will talk about his sign ideas.

**8. Report on Sunrise Engineering's Work on Water (Leppanen)**

Leppanen will check with Marx Powell at Wednesday's BWW meeting about data Sunrise needs from them to complete their work.

**9. Update on Strategic Planning (Nelson/Leppanen)**

Nelson reported information is being evaluated by committees and will be compiled by April 14<sup>th</sup> for the April 27<sup>th</sup> meeting.

**10. Report on Insurance Claim Status for the Water Damage at the Bluff Community Center (Nelson/Leppanen)**

Leppanen explained the focus will be on removing the carpet and replacing it in the Senior Center since the carpet and molding in the office area will be replaced as part of the CDBG remodel.

**New Business**

**11. Report on Community Impact Board's Application Tutorial Meeting on March 6, 2023 (Leppanen)**

Leppanen and Nelson attended this meeting which is necessary to qualify for CIB grants.

**12. Discussion and Vote on a Date for a Work Session and Discussion and Vote on Whether to Cancel the March 21<sup>st</sup>, 2023 Regular Bluff Town Council Meeting Because of the Work Session (All)**

The Work Session will be March 9<sup>th</sup> at 8:30 a.m. Murray moved to cancel the March 21<sup>st</sup> meeting, Hook seconded and Leppanen, Sosa, Hook and Murray voted in favor.

**13. Meeting with Congressman Curtis on May 30, 2023 (Leppanen)**

Leppanen has been working with his staff to set up this May 30<sup>th</sup> lunch meeting.

**14. Report on Board Reappointments**

Marx Powell and Amer Tumeh were reappointed to BWW by the County Commissioners. Murray motioned to reappoint Lois Young to another term on the County Health Department, Hook seconded and Leppanen, Hook, Sosa and Murray voted in favor.

**15. Financials**

Sosa reported that Murray checked the bank reconciliation. The PTIF account had almost \$2,000 in interest, Sosa thanked Hook for getting it started and others who have helped.

**16. Other**

USU is hosting a gardening meeting March 9<sup>th</sup> at 6:00 p.m. and a pruning workshop March 11<sup>th</sup>, both at the Mission.

**17. Executive Session to Discuss Purchase, Exchange, Lease of Real Property or Pending or Possible Litigation (All)**

Murray motioned to close the meeting at 7:26 p.m., move into Executive Session to discuss purchase, lease of real property, exchange, 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](mailto:linda@townofbluff.org)