

Bluff Town Council Regular Meeting Minutes

October 3, 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.

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 and audio, in addition, at the Utah Public Notice Website.

To view the livestream, or watch past recordings, please visit our YouTube channel: <https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw>.

This meeting was held electronically and in person; it is not available on YouTube but can be heard on the Utah Public Notice Website

The meeting started at 6:03 p.m.

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

Erin Nelson Town Manager

Approval of Bluff Town Council Work Session Minutes of September 19, 2023

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

Approval of Bluff Town Council Regular Meeting Minutes of September 19, 2023

Sayers noted a typo and motioned to approve the minutes, Murray seconded and Leppanen, Hook, Murray, Sosa and Sayers voted in favor

Approval of Bluff Town Council Special Meeting Minutes of September 25, 2023

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

Public Comment: None

### **Unfinished Business**

#### **1. Report out on Annular Solar Eclipse committee meeting, planning, and request for additional volunteers on the day of the eclipse (Nelson)**

Nelson reported that today's meeting had about two dozen committee members and volunteers. She asked for more volunteers, especially to help in the parking areas from 7:00 a.m. to 9:00 a.m. The parking areas are north of the new school, the Community Center and old school. Nelson took the group through a detailed overview of plans for parking, placing barriers to close certain roads, the airport and the Atcitty area. Maps and information will be on the Town website. Some volunteers, especially first aid volunteers, will have radios. Cell phones may not work but Council members have

emergency phone cards and some people have landline phones. Nelson had supplies for volunteers to make signs. Please contact Nelson to volunteer. Leppanen noted the parking area north of the new school is full of goat heads and asked for help removing them this week so they don't get scattered around town. Garbage bags and a dumpster are on the site. Murray liked the new signage at the Community Center.

## **2. Update on Design Review Committee for the Cooperative Cultural Center (Sayers) and Discussion and Vote on Ceiling Removal at the Cooperative Cultural Center (All)**

Sayers met today with Damian Bollermann and talked about the Food Pantry and recycling program being on the same day. Woody Lee is still the one to send quarterly bills to. They recommended moving forward on the ceiling removal. Erin informed that the only bid is from Weldon Builders. Hook motioned to accept the bid from Weldon Builders, Sosa seconded and Leppanen, Sayers, Hook and Sosa voted in favor, Murray voted against. Work could start October 9<sup>th</sup>.

## **3. Report on Status of Active Transportation Advisory Committee (Hook) and Discussion of a Work Session to Review the Draft Plan After Planning and Zoning Reviews (Leppanen)**

Hook reported the Active Transportation Plan is in final draft form and will go to Planning and Zoning. Bike Utah was commissioned by the Governor's Office to provide this service that could have cost us between \$30,000 and \$40,000. The focus she talked about was safe passage to school, and the Highway Trail. Hook, Debbie Westfall and Molly Schmidt will attend the UDOT Trails meeting in Moab while Leppanen will attend virtually. Hook presented the map which shows five proposed crosswalks. She mentioned the highway is a major truck route and suggested lowering the speed through town. Leppanen noted it could go up on the website under the ATA tab and needs to be clearly noted it is a draft and the Council has not yet addressed it. She noted October is already packed with priorities and a work session is not possible this month. The process for town documents is first Planning and Zoning works with it and then it is passed to the Council.

## **4. Discussion of Resolution Number 2023-73 and Possible Amendment of #8 that References Highway 163 (Hook/Leppanen)**

Hook caught a mistake in road numbering and it was decided it will be changed if needed at a later time.

## **5. Report on Bluff Community Center, Cooperative Cultural Center, and Fire Mesa Kitchen (Collins)**

Malia presented a power point showing trees in need of trimming, shaping and removal at the CCC and West Park. Included were two quotes for the different parks. Murray said he had worked with both tree trimmers and both did good work; he was inclined to go with the lower bid. Sayers will take the information to the DRC to get their input. Irrigation has started on trees along the west fence at the CCC.

**6. Update on San Juan County Commission Meeting of October 3, 2023  
(Leppanen)**

Leppanen noted today's schedule was too full to listen to the meeting and she will follow up with the minutes.

**7. Report on Fire Department/EMS Training at the Community Center  
(Leppanen/Nelson)**

Tree trimmers, dancercise, rental of the CC and this drill shared the CC Saturday morning. Leppanen was part of the training and very impressed with the commitment, planning and expertise of our fire department and EMTs.

**8. Report on First Aid Training with Dawn Dilego and Bess Bennett  
(Leppanen/Nelson/Sosa)**

Six town members went through this basic training on CPR, AED, and things that could happen with so many people in town for the eclipse. This is a triage to help the EMTs. It was very helpful and members will be assigned areas of town.

**9. Discuss and Vote on Distribution to Bluff Volunteer Fire Department's Strategic Organization (Leppanen/Sosa)**

The Fire Department asked for a budget line item in May for equipment maintenance and management of paperwork, things not covered by the County. They were granted \$25,000. They are not town employees and manage their own bills. Gary Lichtenstein explained their needs. Sayers motioned to pass the funds to them in two disbursements, Murray seconded and Leppanen, Murray, Sayers, Hook and Sosa voted in favor. The Town Attorney will supply an Interlocal Agreement for both entities to sign.

**10. Update on Planning and Zoning Meeting of September 20, 2023 (Hook)**

Hook reported discussion of signs out of compliance, Cody Little's temporary location for his trailer and the ATA Plan.

**New Business**

**11. Discuss and Review Ordinance for Municipal Financial Disclosures and Updates on November 21, 2023 Election, Including a Second Town Forum for Candidates (Leppanen)**

Murray motioned to accept the Ordinance for Municipal Financial Disclosures, Sayers seconded and Leppanen, Murray, Sayers, Hook and Sosa voted in favor. The next candidate's forum will be October 16<sup>th</sup> at 6:00 p.m. and moderated by Malysa Egge . This date is shortly before the County sends out ballots.

**12 Discuss and Vote to pay Weldon Builders a Deposit of \$27,897 for the Purchase of Materials for the Bluff Community Center Renovation Project per the Signed Contract on August 28, 2023**

Murray motioned to pay this, Sayers seconded and Leppanen, Murray, Sayers, Hook and Sosa voted in favor. The funds for this project are ARPA funds and the project needs to be finished by December 21, 2023. Leppanen suggested purchasing an 8 ft.

by 20 ft. new container for contents of the offices during renovation. Consensus was to ask owner to hold the \$5,000 container and vote on it at our next meeting.

**13. Discuss and Vote on Drafting a Resolution for Granting Authority to the Bluff Town Manager to Sign Contracts Under a Certain Threshold (Leppanen)**

The mayor and recorder sign contracts. Leppanen suggested allowing Nelson to sign contracts with a threshold of \$50,000 and be allowed to use the town credit card if needed for common uses, such as when the mayor is out of town. The Council thought it was a good idea.

**14. Other - None**

Sayers motioned to close the meeting at 7:26 pm., Murray seconded and Leppanen, Sosa, Murray, Hook and Sayers voted in favor.

Linda Sosa Recording Officer

For requests to receive emails/meeting invitations, email [linda@townofbluff.org](mailto:linda@townofbluff.org)