

Bluff Town Council Regular Meeting **Draft Minutes**

November 14, 2023

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.

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

The meeting started at 6:00 p.m.

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

Approval of Bluff Town Council Work Session Minutes from November 7, 2023

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

Approval of Bluff Town Council Regular Meeting Minutes from November 7, 2023

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

Public Comment: None

Unfinished Business

1. Wrap up report on work at the Bluff Airport (Nelson/Sosa)

Nelson concluded we have finished with the UDOT Airport Grant but will check to make sure the final payment is complete and Jviation has signed off on the work. Leppanen thanked Jim Hook for his work on the project.

2. Discussion of Ownership Verification for Cadillac Ranch RV Park (Leppanen)

Leppanen sent a verification letter to UDOT confirming ownership of the Cadillac Ranch sign, which is in the right of way easement, by Kerri Harris. Leppanen will check with UDOT to see if anything else is needed.

3. Update on American Relief Plan Matching Funds and Work in the Bluff Community Center (Leppanen/Nelson)

Nelson reported we have spent the \$27,000 matching funds from the State for the Food Pantry and ADA improvements in the office area, which will allow the State to release the final 5% in funds to the Town. The matching ARPA funds are federal. Weldon Builders is finishing work on the Senior Center flooring and restroom, using insurance funds. The hallway in the office area is finished but the ongoing noise and dust will

continue for several weeks and Leppanen noted council members need to work remotely. Hook, Murray, and Sayers will cover the last couple of days covering voting in the gym.

4. Report on Design Review Committee Meeting on Tuesday, November 14, 2023 (Sayers)

Sayers reported a busy meeting. Leppanen, Nelson, Sayers, Dave Conine, Damian Bollermann and Melanie Daniels attended. The group felt okay about the joint bank account. \$33,000 has been spent on the ceiling removal and Sayers questioned whether the ceiling project was complete. They talked about the difference between a project manager and project engineer. They discussed a timeline.

5. Report on EPA Grant Partners Meeting on November 13, 2023

Leppanen and Nelson thanked local stakeholders that had supplied letters of support for the grant and Drew Cooper created a power point to include them on where we are in the process. This was a notification meeting; the contract has not yet been completed or signed. Sayers expressed interest in being included in CCC related meetings.

6. Report of Meeting with United States Department of Agriculture on November 8, 2023 Regarding the USDA Grant (Leppanen/Sayers/Nelson)

Leppanen, Nelson and Sayers met with Collette Walker and a building engineer and did a meet and greet and a building walk through at the CCC. Walker had information on other funding sources as the work on the initial grant continues.

7. Reminder of Colorado River Authority of Utah Area Representative Meeting November 30, 2023 in Monticello

Leppanen noted the importance of water issues and several council members expressed interest in attending this meeting.

8. Replacement of Curtains in the Bluff Community Center (Leppanen)

Leppanen suggested replacing three curtains in the remodeled office area, She will check prices. Council members agreed.

New Business

9. Report on Bluff Water Works Meeting on November 8, 2023 (Leppanen)

Leppanen reported the board had a lengthy discussion of raising water and meter rates eventually in the future and moving under the Town. They flushed hydrants Saturday.

10. Outreach from Rural Community Consultants and Hansen Planning Group Regarding Changes to Subdivision Ordinance (SB174 and HB406) (Leppanen)

The State created new legislation and has funded the mandated changes for towns and cities. Leppanen has checked with Chris McAnany about this and she will talk to the Hansen Group.

11. Review of Incident Reporting Protocol (Leppanen/Nelson)

Leppanen reported a person at the Food Pantry fell on the uneven sidewalk and Leppanen filled out an incident report. She noted the importance of the date, time, location, etc. for every accident. Murray is working with Gabe Begaye to repair the sidewalk and remove part of the fence. Sayers will add the problem to the DRC agenda.

12. Wrap Up of Fiscal Year 2023 Audit (Leppanen)

Leppanen reported the audit is complete and Nelson published a notice in the San Juan Record letting the public know they can make an appointment with Nelson to read the report at the Town offices.

13. Discussion of Cancellation of November 21, 2023 Bluff Town Council Meeting (Leppanen)

Murray motioned to cancel the November 21st meeting, Sayers seconded and Leppanen, Sayers, Murray, Sosa and Hook voted in favor.

14. Other

The ballot box will be removed Monday the 20th, there will be in person voting at the CC on Tuesday the 21st and mail-in ballots must be mailed by noon on Monday the 20th.

Sayers motioned to close the meeting at 6:49 p.m., Murray seconded and Leppanen, Sosa, Hook and Sayers voted in favor.

Linda Sosa Recording Officer

For requests to receive emails/meeting invitations, email linda@townofbluff.org