

Bluff Town Council Regular Meeting Minutes

December 5, 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

<https://www.utah.gov/pmn/>

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, Linda Sosa, Brant Murray

Erin Nelson Town Manager

Roll Call

Approval of Bluff Town Council Regular Meeting Minutes of November 14, 2023

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

Public Comment:

Jim Hook thanked the mayor for the cheese gift and noted Ed Dobson is still removing goatheads in town and frequently near the roadway. He purchased a man working sign to alert traffic and asked the Council to consider paying for it from the weed funds.

Unfinished Business

1. Report on December 1, 2023 Canvass in Monticello by Bluff Town Council, Vote on Results, Discussion of December's Work (All)

Leppanen reported we asked the County to notify us when ballots would be counted on November 21st so we could watch the count but Lyman Duncan notified us after they finished. He did notify that the canvass was December 1st at 9:00 a.m. Sosa checked in the County Clerk's office November 30 while in Monticello for a meeting and was given the canvass of the unofficial results, unofficial meaning they had not been voted on by the Council yet. Meanwhile the Clerk's Office released another set of numbers that appeared to be the preliminary results. With two sets of results, while the outcome was not different, we needed to confirm the correct set, so Leppanen sought advise and our attorney, State election director Shelly Jackson and Governor's Office confirmed that we needed to go to Monticello to look at the numbers in the machine that tabulates them. Leppanen and Sosa meet with Duncan and Peter who showed them the procedures and security involved in addition to the correct set of results on the tabulation machine. Leppanen felt comfortable with the procedures and the correct results being the ones handed to Sosa. This was important to confirm because the vote by the Council had to be done tonight. Nelson presented the results on the computer screen and Sosa read them.

Jen Davila 78

Britt Hornsby 84

Gary Lichtenstein 68

Wes Shook 51

281 votes in all, a high turnout

Duncan signed a form certifying the election. Results will also go to Duncan and the Lt. Governor.

Leppanen asked if there were questions or irregularities, there were none.

Sayers motioned to accept the results and Hook seconded, the roll call vote:

Hook – aye, Sayers – aye, Sosa – aye, Murray – aye, Leppanen – aye.

Sosa will get letters to Davila and Hornsby and Murray congratulated them. They are sworn in January 2, 2024.

2. Discussion and Vote on Extending AmeriCorps Team from January 8, 2024 to February 22, 2024 and Discussion and Vote on Payment for Housing, if extended (Leppanen)

Leppanen received a call from Justin Mazzola in Sacramento asking if we could extend the time of our AmeriCorps group stay by three weeks, from January 8th to February 22nd. She confirmed with Father Chase and Diane Benn housing at the Mission could be extended, the cost would change from \$3,000 to \$6,000. Leppanen changed the scope of work which includes the town, Mission and CCC and assignments for Council members. Sayers remarked it looked good and the group could get a lot of work done. He motioned to approve the plan and \$6,000 for the housing, Murray seconded and Leppanen, Sosa, Hook, Murray and Sayers voted in favor. Leppanen will notify Mazzola and finalize the contract.

3. Report on Status of Bluff Community Center Renovations and San Juan County Senior Center Repair (Nelson/Sosa/Leppanen)

Leppanen reported the project is going forward in a timely manner and looks beautiful. Nelson reported Weldon Builders has been paid two-thirds of their contract and the flooring is great.

4. Report on Status of ARPA Funds and Request for Final Payment (Nelson/Leppanen)

Leppanen explained the project is a mix of matching state grant and ARPA federal funds with insurance moneys for water damage. She has requested the remaining 5% funds. Included are ADA improvements and Food Pantry space.

5. Wrap Up Discussion and Vote on Jviation/Maxwell Final Payment (Nelson/Sosa)

Leppanen explained the project went over budget a little and UDOT would pay \$700+. Our portion is \$82.34. Sayers motioned to pay the \$82.34, Murray seconded and Leppanen, Murray, Sayers, Sosa and Hook voted in favor. Leppanen thanked Jim Hook for all his efforts.

6. Clean Energy Fuels Grant to Canyonlands Discovery Center for Arundo Removal in Bluff and AmeriCorps Possibility (Hook/Leppanen)

Hook explained this youth group will come to Bluff and spend a week in the Spring eradicating Arundo, or Giant Cane, following the State mandate. The AmeriCorps group could do preliminary work. Anyone wanting help please contact Hook.

7. Discussion of Rural Communities Opportunity Grant Application (Nelson)

Colette Cox of the Governor's Office of Economic Opportunity, reached out directly to Nelson, thinking this grant was a good fit for Bluff. Nelson spent a great amount of time preparing the application whose focus is economic development in rural areas. Nelson asked for \$445,000 for improvements and renovation to the CCC that include a workforce child care space, business incubator space with satellite offices and a retail art gallery. The required match includes in-kind and the EPA grant, for 18%. It must be

spent over two years. Leppanen thanked Nelson for the quick turnaround and hard work.

8. Discussion and Vote on Request to UDOT Regarding Removal of Barrier at Cooperative Cultural Center (Sayers/Leppanen)

Leppanen will check on how to start this process, which is long, with UDOT.

9. Report on Colorado River Authority of Utah Area Representative Meeting on November 30, 2023 (Sosa/Nelson)

Sosa and Nelson were the only municipality representatives present at this presentation of the seven Colorado River Basin states interactions and issues. Nelson explained Bluff's aquifer, water rights and other issues. They agreed it was very informative and Sayers noted the importance of being involved in these types of discussions. The water resource people presenting are happy to help us with questions and information.

10. Report on San Juan County Commission Meeting (Leppanen/Nelson)

Nelson reported the only part of the meeting that pertained to Bluff, election information, had no audio.

New Business

11. Discussion of Work Sessions for December 2023 and January 2024 (Leppanen)

Friday the 8th at 9:00 a.m. will be a work session with the newly elected officials.

12. Discussion of Setting Meeting Dates and Times for 2024; Mayor Pro Tem; Disclosures of Conflict of Interest, etc., in Preparation for January's Meeting

Leppanen explained this is a reminder of requirements for the first meeting of the year.

13. Discussion of State Subdivision Ordinance Funding Assistance Options (Leppanen)

Leppanen has received emails from Sunrise Engineering and Hanson, companies offering services that the State has hired to do this mandated work. Hook suggested P&Z might want to interview them.

14. Deposit to Zions by Woody Lee and Discuss a Policy for Deposits and Withdrawals from Joint Account with UDB

Sosa explained a new teller deposited a three-party check from Woody Lee into our joint account without checking to see if he had other accounts. It has been corrected. Leppanen stressed the importance of all funds for the joint account go through the town and will write policy specifying procedure; all funds must move through the town because our municipal regulations are more exacting. She will work with Sayers to explain the importance to the Design Team.

15. Report on Design Review Committee Meeting of December 5, 2023

Sayers met Janet Slowman-Chee, the new director of Dine Bikeyah. Topics discussed included a signature card for the bank, grants, a walk through at the CCC with Damian Bollermann and others on December 15th at 9:00 a.m., supervision of AmeriCorps workers and the firewood initiative.

16. "Discussion of a Preliminary Design for the Cooperative Cultural Center"

Sayers discussed drawing with Hiroko.

17. Report on November 13, 2023 Tourism Tax Board and November 14, 2023 County Economic Board Meetings (Sosa)

The Tourism Tax Board makes decisions about marketing and increasing the TRT tax. We discussed the areas and type of marketing that had been planned. A concern is the possible sale of Goulding's to the Navajo Nation. Up to 35% of the County TRT tax comes from Monument Valley because it is unincorporated and the County could lose a

lot of funds. The Economic Development Board discussed the new grant for businesses that will be available this month. The cap for applicants is \$60,000 and the total is \$173,000. The deadline is January 17.

18. Report on Renewal of Short-Term Rental and Business Licenses for 2024 (Sosa)

Sosa explained the STR renewal letters went out today. The Council adopted a fee schedule this year and the fee for business licenses is \$25. Those letters start going out this week.

19. Transfer of Gravel Sales Tax (Sosa)

We received \$3,956.05 that is given to towns that have gravel pits in July but it went into our PTIF account along with our sales tax. Sosa moved it into our Roads account out of PTIF to the General Fund then Roads in our bank and Pelorus. We have about \$99+ in Roads.

20. November Financial Report (Sosa)

Sosa explained we usually pay these bills in November but we cancelled the third meeting because of the holiday. Murray motioned to approve the bills, Sayers seconded and Leppanen, Sosa, Hook, Sayers and Murray voted in favor.

October

Country Comfort - \$3,252.00

Helgerson Property Management - \$1,688.00 dumpsters

San Juan Record - \$218.40 fee schedule

San Juan Record - \$638.40 ordinance

November

P&Z Stipends - \$150.00

Malia Collins - \$637.21

Malia Collins - \$70.89 Reimburse irrigation tools

Erin Nelson - \$1825.33

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Patricia Bellson - \$187.93

Brant Murray - \$114.00 Travel Time Farmington

Helgerson - \$50.00

Helgerson - \$150.00

Ginny Burns - \$5,000 Food Pantry

Jeffrey Blenken - \$25.00 CC refund

Pathway - \$700.00

NetForce - \$646.25

Bankcard - \$2,628.47

 Google Suites - \$84.54

 X-Mission - \$30.00

 Southwest Safety - \$1,333.39

 4Imprint - \$407.10

 Utah Taxes - \$672.67

 Amazon - \$100.77 Eclipse

Dufford Waldeck - \$3,460.00

Dufford Waldeck - \$210.00 Court filing

DS Accounting - \$1,750.00

BWW - \$68.32

Emery Telecom - \$243.57

Rocky Mtn. Power - \$207.07

New Technology - \$85.00

Jviation - \$11,631.45

Transfer - \$3,956.05 Gravel Tax from PTIF to Roads

School Project

BWW – \$35.00

Rocky Mtn. Power - \$207.07

Weldon Builders - \$11,016.00 Ceiling removal

Weldon Builders - \$1,134.00 Change order

Cynthia Whitehorse - \$633.78 Concrete work

Teller error – UDB deposited \$39,723.10 into joint account and corrected it by moving it to UDB

21. Other

Reminder

Transition Work Session December 8, 2023 9:00 a.m.

Newly Elected Officials Training December 16, 2023 9:00 a.m.

Leppanen asked the Council to consider starting the December 12th meeting at 6:30 p.m. to allow for participation in the Food Pantry Volunteer Dinner. Murray motioned to start the December 12th meeting at 6:30 p.m. if the Food Pantry Dinner can be moved to 5:30 p.m., Sayers seconded and Leppenan, Sosa, Hook, Murray and Sayers voted in favor.

Sayers motioned to close the meeting at 7:28 p.m., 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