

Bluff Town Council Regular Meeting Minutes
January 16, 2024
Bluff Community Center at 4:00 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 4:00 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 virtual and in person

The meeting started at 4:00 p.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jennifer Davila, Linda Sosa, Britt Hornsby
Erin Nelson Town Manager

Approval of Bluff Town Council Regular Meeting Minutes of January 9, 2024

Hook motioned to approve the minutes, Hornsby seconded and Leppanen, Sosa, Hook, Hornsby and Davila voted in favor.

Public Comment: None

Unfinished Business:

1. Report on Design Review Team Meeting on Tuesday, January 9, 2024, Vote to Replace Committee Member (Leppanen/Davila)

Nelson reported a short meeting with Melanie Daniels and Janet Slowman-Chee who joined at 2:20 p.m. Slowman-Chee has been talking with UDB board members and starting to work with them on how to plan to use their \$200,000.00 from the grant. UDB has paid off their \$100,000.00 loan. Since the next DRC meeting is February 6th Nelson suggested Leppanen and Slowman-Chee meet before that date. Hook motioned to have Davila replace Jim Sayers on the DRC, Hornsby seconded and Leppanen, Sosa, Hook, Hornsby and Davila voted in favor. A UDB board member may also join the DRC. The DRC meetings are the first three Tuesdays at 3:00 p.m., Leppanen suggested checking with Slowman-Chee to see if that still works for meeting.

2. Report on Bluff's Planning and Zoning Commission Meeting (Hook)

Hook reported the Commission has been working on the draft sign ordinance and has set a public hearing for February 1st at 6:00 p.m. The draft ordinance is on the Town website under draft ordinances. Leppanen noted the moratorium will pass before the Council can vote on it and urged groups to follow the timing needed.

3. Update on Active Transportation Plan (Hook)

Hornsby is interested in joining the advisory committee. The plan is on the Town website. There is a UDOT meeting at the end of January seeking input for Moab to Monument Valley trail systems.

4. Update on Orientation of AmeriCorps Team and Work at the Cooperative Cultural Center by AmeriCorps Team4Red (Leppanen)

Leppanen reported the team of eight arrived Tuesday the 9th, had orientation at the Mission and in Blanding the next day, and is hard at work at the CCC. Jonathan Till gave a backroom tour at Edge of the Cedars. Brant Murray met Leppanen at Slaven's in Cortez to haul a commercial carpet stripper machine back to Bluff. The type of carpeting and glue used is very difficult to deal with. The team is making progress but are at less capacity because of illness. Leppanen sent an amendment to the director in Sacramento to add Bluff Community Foundation and painting the CC utility rooms. If approved they will be able to expand their work. Sosa thanked Debbie Westfall, Leppanen and BOB for supplying chili and other food to the team who really appreciated the gifts. Leppanen made nine phone calls before Slaven's and thanked them for the rental.

5. Report on Remodel of Bluff Community Center (Nelson)

Nelson updated the work at the office area is almost complete and fully functional. The shelving for the Food Pantry should arrive Friday and be complete early next week so Ginny Burns can organize it. A work session will cover some logistics like keys.

6. Report on Status of Signatories to Zions Bank Account and Conflict of Interest Forms (Sosa)

Sosa reported all Council Conflicts of Interest are in except one and two of Planning and Zonings. Leppanen gave the letter of authorization to Zions and Davila and Hornsby will complete their signature approval this week.

7. Report on Public Health Inspection of Fire Mesa Kitchen and Cooperative Cultural Center Kitchen (Leppanen)

Leppanen expressed appreciation to Dr. Sunada and the Bluff Coffee Shop owners for locating an inspector in Richfield after the San Juan inspector was not available and the Moab inspector would not come down. He passed Fire Mesa and okayed the CCC kitchen for internal use of the Council and UDB, not events. The CCC kitchen needs a good clean of mostly dust. Leppanen brought a spare microwave for the team to use while they are working there.

8. Discussion of the Town of Bluff's Strategic Plan (Leppanen/Nelson)

Pathway contacted Leppanen and Nelson to start meeting on the plan, which is on the Town website. A small group will meet with Judith Oki and Julie DeLong to look at where we are and where we should be moving forward to.

New Business:

9. Request for Letter of Support by Chris Hall, P.E., Region 4, Planning Manager (Leppanen/Hook)

Leppanen explained that Drew Cooper forwarded this letter to us. It requested letters of support but was not clear about what and when it is due. Hook felt it was part of the UDOT planning meeting at the end of the month and will try to clarify.

10. Financial Report , Update on Short Term Rental and Business Licenses (Sosa)

Sosa reported that most short-term rental and business license renewal fees have been received. She explained to the new Council members bills for the month are listed every month for the clarity of Council members, the public and auditors. Davila motioned to approve, Hornsby seconded and Leppanen, Sosa, Hook, Hornsby and Davila voted in favor.

December

Employee/Commissioner Bonuses - \$550.00

Rocky Mtn. Power CCC - \$355.60

Kathy Carson - \$140.38

January

P&Z Stipends - \$150.00

Malia Collins - \$554.10
Malia Collins - \$46.54 Reimburse for lighting part
Erin Nelson - \$1825.33
Erin Nelson - \$1825.33
Patricia Bellson - \$153.77
James Van Reenen - \$83.11
James Van Reenen - 19.20 Reimburse part
Spencer Wade - \$120.00 Contract labor
Spencer Wade - \$101.68 Reimburse part
Gabe Begaye - \$100.00 Contract labor Dark Skies
Marcia Hadenfeldt - \$10.00 Notary
Helgerson - \$50.00
NetForce - \$646.25
Bankcard - \$376.88
 Google Suites - \$84.54
 X-Mission - \$15.00
 USPS - \$76.69 Postage
 ULCT - \$135.00
 Walmart – \$11.53 Paper
 Amazon - \$54.12 Ink
DS Accounting - \$750.00
San Juan Record - \$47.60
St. Christopher's - \$3,000.00 AmeriCorps housing
Dufford Waldeck - \$5,717.50 Disconnect
Dufford Waldeck - \$1,150.00
BWW - \$60.00
New Technology - \$135.00 Pest control 2 months
Diamond Propane - \$716.19
Emery Telecom - \$236.17
Rocky Mtn. Power - \$483.29
US Treasury - \$3,191.84 4th Q

School Project
BWW – \$35.00
Rocky Mtn. Power - \$
Redd Mechanical - \$170.00 Furnace
Diamond Propane - \$1,833.68

11. Other - None

12. Executive Session to Discuss Imminent or Pending Litigation Pursuant to Utah Code 52-4-204

Canceled because not all Council members could be present.

13. Adjourn

At 4:54 p.m. Hook motioned to adjourn, Hornsby seconded and Leppanen, Sosa, Hornsby, Davila and Hook voted in favor.

Linda Sosa Recording Officer

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