

DRC MEETING NOTES

Date: 5/14/2024	Meeting Type: Regular Design Review Committee Meeting	
Called to Order: 10:42 AM	Note taker: Erin Nelson	Attendees: Ann Leppanen, Erin Nelson, Jennifer Davila, Janet Slowman-Chee
NOTES		
I. Approval of May 7 Meeting Minutes	Approved	
II. Project Manager hiring status	<p>Melanie Daniels - resigned from Utah Dine Bikeyah last week (5/7/24) Still has a lot of information regarding the building, TOB and UDB.</p> <p>All attendees felt comfortable with moving forward with extending a job offer to Melanie Daniels. The Town is working with our legal counsel to ensure we have a specific, detailed employment contract for the Project Manager position.</p> <p>If Melanie doesn't accept the job offer, we will re-post the job and continue the hiring process.</p>	
III. DRC Meeting Time	<p>Change Time of Meeting to 2PM to accommodate Davis Filfred's attendance.</p> <p>Changed time for 5/28/2024 to 2PM.</p>	
IV. Tree Trimming - Power Lines vs baby birds	<p>Steve Helgerson - tree trimming quote does not include \$200 per day equipment rental. Now \$1400 - \$1600 total</p> <p>We received an email from Jim Hook with concerns about tree trimming this time of year as there are many nesting birds.</p> <p>Erin will call Rocky Mountain Power to ask if they'll trim for free (trees impacting power lines). If not, we will move forward with having Steve Helgerson trim only the tree that's near the power lines.</p>	
V. EPA Grant & UEI Status	<p>Town of Bluff received the contract for the EPA grant on Monday, May 13th; we have 21 days to disagree with anything, otherwise, the contract is considered approved.</p> <p>Erin said that EPA looked for UDB's UEI and it was not registered yet.</p>	
VI.		
Action Items	Task Work with Janet to get UEI	Person Responsible: Erin Nelson/Janet Slowman-Chee

	Call Rocky Mountain Power RE: Tree Trimming	Erin Nelson
Date of Next Meeting:	Tuesday, May 28, 2024	