

Bluff Town Council Work Session and Special Meeting Minutes

July 9, 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.

This meeting was held virtually and in person

The Work Session started at 4:06 p.m.

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

1. Discussion of Need to Recommend Two Bluff Town Council Members to Serve on the Bluff Water Works Strategic Planning Committee (All)

Leppanen recommended Hornsby and Sosa to take the two positions. Davila is already at Bluff Water Works and Hook is an excellent resource. The committee starts meeting in October.

2. Discussion of Enforcement of Exterior Lighting Ordinance and Enforcement in General (Leppanen)

Leppanen noted acquiring an enforcement officer is in the strategic plan. It was pointed out that many places in town are already compliant but some homes or businesses may need help understanding the ordinance and making changes. The LDS Church spent \$800 changing lighting that still was too bright. Unfortunately, someone vandalized the lighting with duct tape. She restated our purpose is to help people and educate people not give out citations, although that could happen. We have the ordinance now we need to work on process and this would be used for other issues, like the State mandated Giant Cane removal. Ideas that were discussed included sending letters, an attorney letter, a contractor to help people fix lighting, an audit or summary, a committee, and a hiring process. Leppanen and Nelson get complaints from the public and Leppanen noted we need to revisit this in August and decide how to enforce or drop enforcement from the ordinance.

3. Discussion of Pathways Group's Strategic Plan Review and Recommendation (All)

Julie DeLong and Judith Oki met with the Council to discuss progress in implementing the strategic plan. Consensus was it was helpful and supportive to meet quarterly. One suggestion was to have a

monthly update and Council members will report on what specifically they have done on one or more projects to move things forward.

4. Discussion of Capital Improvement Plan and Prioritization of Projects (All)

The Council discussed priorities and timelines and what can be accomplished or started in the current 2025 fiscal year. Notably, the Roads planning has already started, ADA sidewalks at West Park and the Community Center and solar plans for the CCC. Monticello has gifted Bluff solar panels and we are looking for a place to store them. Then the project manager will work on how to transport them. Project engineers will come up with options for placement.

5. Discussion of Need for Part-Time Facilities and Town Property Maintenance Worker (All)

Malia Collins has been in discussion with Steve Helgerson about a 20-hour a week Town maintenance position or having a list of prioritized work at \$30 an hour. The Council agreed there is work that needs to be done and Helgerson has been doing work for the Town. Collins will work with him on a projects list and she, Leppanen and Nelson will talk about priorities. In the future this could become an employee position but the Town is adding a Bookkeeper and Project Manager this year.

6. Discussion of Noxious Weed Removal and Dried Brush Piles

Ed Dobson sent out an email encouraging the community to remove goatheads on their property while they are small. Jim Hook is stepping down from the noxious weed committee; Leppanen thanked him for his years of work and his expertise. Sharon Collyer offered to clear the Bar Well for \$20 an hour with a cap of \$160. Hook announced Canyon Country Discovery Center (CCDC) has received a grant to remove Giant Cane in Bluff and she is working with them. She noted it is a big fire danger and a flood could spread it. Leppanen said the grant is to CCDC and removal is State mandated. The project should start in September and Hook can be contacted to get on the list. CCDC may also send out letters. The Council agreed it is a good project. Davila suggested looking into renting a wood chipper for a few days in the Fall for local use.

7. Discussion of Sandbags and Food Control

Fire Chief Lott asked for sand before the flood and was denied by the County because there is level of request from Town to County to State to FEMA that must be followed. We are expecting 75 sand bags from the County. A flow chart was suggested outlining who makes requests if the Town is not able to deal with a situation. It was noted the storm drainage system on both sides of Town worked well.

At 5:39 p.m. Davila motioned to close the meeting, Hornsby seconded and Leppanen, Sosa, Davila, Hook and Hornsby voted in favor.

The Special Meeting started at 5:56 p.m.

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

9. Discussion and Vote on Recommendation of the Interview Committee to Hire Malia Collins as Project Manager for the Environmental Justice Government to Government Grant

Davila motioned to hire Malia Collins for project manager contingent on Utah Dine Bikeyah turning in documents required to the EPA, Hook seconded and Leppanen, Hook, Sosa, Hornsby and Davila voted in favor. Leppanen noted the EPA will pull the grant if the SAM's number and other documents are not received from UDB soon.

10. Discussion and Vote on Recommendation of the Interview Committee to Hire Melanie Daniels as Bookkeeper and Note Taker

Davila motioned to hire Melanie Daniels, Sosa seconded and Leppanen, Hornsby, Sosa, Hook and Davila vote in favor.

11. Discussion and Approval of USDA Grant Applications for Generators and Conferencing Technology (Leppanen)

Leppanen explained the grants Nelson has been working on are for a fixed generator, a portable generator and IT services. Each grant is for \$50,000 and the generators would benefit health and safety. It is a good fix for the CCC. Hornsby motioned to approve the applications and submit them, Hook seconded and Leppanen, Sosa, Davila, Hook and Hornsby voted in favor.

12. Other

Planning and Zoning is meeting tomorrow at 1:00 p.m.
Bluff Water Works is meeting tomorrow at 7:00 p.m.

At 5:56 p.m. Hornsby motioned to close the meeting, Davila seconded and Leppanen, Sosa, Davila, Hook and Hornsby voted in favor.

Linda Sosa Recording Officer

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