

Bluff Town Council Meeting
July 14, 2020
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. at the Bluff Community Center. 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 electronically.

Minutes

The meeting started at 6:02 p.m.

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

Approval of Minutes from Bluff Town Council Meeting on July 7, 2020

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

Unfinished Business

1. Discussion and Vote for Development of Hotline for Fraud, Internal Audit Function and Internal Audit Committee (All)

Leppanen explained that the first six items on the agenda were discussed in the July 13th Work Session. Sayers motioned to move forward on all three of these items, Murray seconded and Leppanen, Murray, Sayers, Hook and Sosa voted in favor. The Internal Audit Committee will include Leppanen, Sosa and Erin Richards. Leppanen and Sosa will work on a basic contract and bring it to the July 21st meeting.

2. Discussion and Vote for Use of Coronavirus Relief Funds (All)

These were discussed at the Work Session and Leppanen had asked Council members to bring their priorities to this meeting. Hook selected a stipend for the services of Dawn Dilego and Kathy Carson, posters with BOB, and a way to boost cell phone service. Leppanen agreed. Murray was concerned with boosting Wi-Fi and having something like picnic tables for people using that signal for homework or other needs. Sosa mentioned Zoom and waiting to see if there was another distribution for the more expensive ideas. Leppanen mentioned hand washing stations for the CC and kitchen. These run from \$60 to \$150. Having AEDs would be helpful and there may be grants available. And a Porta-potty for travelers. Leppanen suggested setting aside \$500 for the BOB poster project. Sayers motioned to set aside \$500, Hook seconded and Leppanen, Murray, Sayers, Sosa and Hook voted in favor. Murray and Hook formed an ad hock committee to research items, availability, and pricing and bring their information to the first meeting in August.

3. Discussion and Vote on Barking Dogs as a Nuisance (All)

Hook explained as a new town we have to address nuisance noise, such as barking dogs, idling trucks, loud brakes. P&Z has been working on animal and noise ordinances and has not had the public meeting for ordinances because of the health crisis. After discussion Murray motioned keep these issues with P&Z and ask them to make it a priority but fit it into their other priorities, Hook seconded, and Leppanen, Hook, Murray, Sosa, and Sayers voted in favor. It was felt that a public hearing could be done over electronic media and that could increase attendance. The Council agreed that P&Z was doing great research and work and the Sheriff's Department had been helpful with several problems. Leppanen will inform the P&Z Chair.

4. Discussion and Vote on Use of UDOT's Suggestions for Future Planning for Bluff (All)

Tim and Nancy Swanson, long time visitors and working with the Council and UDOT, suggested an informal, half-hour meeting to inform the public of signage and other changes having to do with roads. Leppanen suggested August and will work on presenting a slideshow that UDOT sent her.

5. Discussion and Vote on SITLA's RIP 780 (All)

Leppanen and Sayers worked together on a letter addressing concerns for this Range Improvement Project. The first permittee had a small herd and, since the project is adding four troughs connected to one well, Sayers wants to know if the plan is to have a much larger herd. Leppanen will add the importance of surveying the area archeology.

6. Discussion and Vote on Representation on the Bears Ears National Monument Travel Management Plan (All)

Misti Haines emailed that this will start this winter and a review will be given to the group before the public release. Murray motioned to appoint Britt Hornsby as our representation, Sayers seconded and Leppanen, Sosa, Hook, Murray and Sayers voted in favor. Jen Davila asked if a BOB member could be on the board and Leppanen will check.

7. Bluff Service Area "loan" from Utah's Division of Water Quality (Leppanen)

Moved to next week.

8. Contract with Helgerson Property Management for Mowing and Maintenance (Leppanen)

Leppanen sent a basic, independent contractor contract to the Council members to review. This covers mowing and grounds maintenance on town land. Additions to the contract include the right for either party to terminate with ten day's notice, invoicing every month and paying within 30 days, \$30 dollars per hour, and equipment rental of \$100 that must be pre-approved. Hook motioned to approve Leppanen signing it, Sayers seconded and Leppanen, Sayers, Hook, Sosa, and Murray voted in favor. Helgerson estimated cleaning up the CC grounds at six to nine hours.

New Business

9. Discussion of Fire at the Davis Westfall Farm (Leppanen/Sayers)

Sayers explained he was prepared to meet with Bill Davis and Zinke of Rocky Mountain Power on Tuesday morning to assess the fire damage, cause and responsibility but Zinke did not appear. Leppanen will follow up with Debra Dull so this does not get put on hold.

10. Discussion of Rental of Fire Mesa Kitchen September 19th for Catering(All)

The CC manager forwarded a request from Debbie Westfall to rent the kitchen September 19th for a professional catering staff to prepare food for her daughter's wedding. The venue is the farm and attendees would not be near the kitchen. Discussion included there would be no risk because it is limited to the caterers, the restrooms should be open for them, it can be left a few days and then cleaned, and requests for the kitchen should be considered on a case by case basis during this time. Murray motioned to allow it, Hook seconded and Leppanen, Hook, Sosa, Murray and Sayers voted in favor. Leppanen will let the manager know. Natalie Randall has offered assistance and technical support for promoting the kitchen, which is a commercial kitchen. The Council thought it was a great idea but felt it was better for next year, especially since the kitchen is generally used with a group renting the CC. They would like to start looking at ideas in the Fall for 2021 with Randall. Sosa will talk with Randall.

11. Discussion and Vote on Mandatory Face Coverings in Bluff: Request to the Utah Governor (All)

Leppanen explained this letter had already been voted on and Kirk Benghe has acknowledged receipt and most likely forwarded it to the Governor. Jen Davila added that BOB has also sent a letter supporting mandatory face coverings. Diana Davidson wrote the BOB letter and Leppanen remarked how professional it was with statistical analysis supported by current facts.

12. Report on Bluff Service Area's Meeting on July 8, 2020 (Leppanen)

The BSA voted to approve the wording for the November ballot, shall the BSA be dissolved. This was suggested by their attorney and approved by the Lt. Governor.

13. Report on Meeting with Small Business Administration, Senator Lee's Staff, and Senator Romney's Staff on July 8, 2020 (Sosa/Leppanen)

Leppanen and Sosa briefly met with staff members of Senators Lee and Romney; the SBA group had early left for their next meetings in Blanding. Leppanen thanked them for meeting with our businesses where they heard local concerns, especially of our rural and tourist nature and the need for specific SBA aid. Leppanen was grateful for Randall's hard work.

14. Report on Bluff Water Works Meeting on July 8, 2020 (Sosa)

Sosa reported the meeting went well and the members had recently learned about a roundabout planned for the intersection near Cow Canyon and were concerned because of private land and waterlines present. They will follow up on this.

15. Report on Planning and Zoning Commission Work Session on July 9, 2020

Hook reported work on the Land Use Clearance to streamline it for ease of use. The State has a new tracking form for the permitting process that they will be submitting.

16. Report on Roads Committee and Plan for Road 162 (Murray/Leppanen)

No new updates.

17. Financial Report (Sosa)

Sosa reported she, Linda Richmond and Leppanen are still busy with entering the 2020 budget, setting up employee templates, and quarterlies. Leppanen had submitted the Deposit and Interest and Transparency report. There are several other reports due by July 31st.

18. Other

Sayers reported that our insurance, the Utah Trust, would be doing property appraisals. Leppanen said that Richmond had be advising the need for appraisals.

Davila asked if anyone knew about school opening and suggested the old school keep their Wi-Fi going so students had access to it.

Hook motioned to close the meeting at 7:28 p.m., Sayers seconded and Leppanen, Sayers, Murray, Sosa, and Hook voted in favor.

Linda Sosa Recording Officer

This meeting took place electronically in order to follow the social distancing guidelines given by state and local authorities. The public was able to connect and participate electronically.