

Bluff Town Council Meeting
August 4, 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 6:03 p.m.

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

Approval of Regular Meeting Minutes from July 21, 2020

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

Unfinished Business

2. Bluff Appraisals of Transferred BSA Property by Utah Government Trust (Sayers/Leppanen) and Effect on Audit

Sayers has not heard anything new and will reach out to the insurance company if he doesn't hear from them in a couple of days. He explained a third party would be doing the appraisal. Leppanen explained this is beneficial to the Town, we need the values of buildings and land to factor into the budget and see if an audit will be required. If we were not getting this free appraisal we would have to pay for one. Because we were less than \$350,000 last year we did a self-audit. From 350,000 to 1,000,000 is a larger audit and 1,000,000+ requires a full audit. Linda Richmond thinks the value of the land and buildings will boost us into full audit status. The budget has included the cost of an audit and the BSA accountant is willing to do it.

3. Discussion and Vote on Agreement with Internal Auditor (Leppanen)

Erin Richards met with Leppanen and discussed procedures for this twice a year in-house audit. Sayers motioned to hire Richards, Murray seconded and Leppanen, Sayers, Murray, Hook and Sosa voted in favor. The first audit will be August or September. Leppanen will sign the contract and get it to Richards.

1. Update by Airport Manager on Bluff Airport, Discussion and Vote on Aviation Contract for Work on Airport (Jim Hook)

Hook reported the FAA inspection showed the pavement was fair, mowing was needed and a sign was broken. Because of the fair pavement, the airport received a \$75,000 federal grant to upgrade it. The Town must match \$8333 of it. He would like Aviation Engineering to put together a scope of work and fee to help with the grant paperwork, design and oversight of the work. He would like to replace the San Juan County sign with a Bluff Airport sign, and have Helgerson Property Management mow. Sayers motioned to replace the sign, have Helgerson mow and approve the \$8333 match, Murray seconded and Leppanen, Sayers, Murray, Hook and Sosa voted in favor. Hook is working on a hanger lease and will contact our liability insurance to see if we are being charged an appropriate amount. The Council will have a work session Tuesday the 11th at 9 a.m. to address the lease issue.

4. Update on Bureau of Land Management RIP 780 (Leppanen)

The Council was comfortable with this moving forward. An archeologist study will be part of it.

5. Update on Request for Exception to the Governor's Executive Order re: Face Coverings (Leppanen)

Kirk Bengé has forwarded our request to the State. Hook noted that Logan has a mask mandate. Leppanen noted there are 145 active cases and several recent deaths. Leppanen will follow up with our attorney.

6. Update on Bluff Community Center Lease with San Juan County for the Senior Center (Leppanen)

Mac McDonald is working on the lease and requested more details. Linda Richmond had given Sosa a file containing details and a floor plan from the time it was added on to the CC. It is a little less than 2550 square feet.

7. Status of Grant for UDOT Technical Planning Assistance (Leppanen)

Leppanen and Michael Haviken have been working on this grant and Leppanen realized there was not adequate time to write it and add documentation for the August 3rd deadline. She suggested that the Road Committee continue work on this project and be ready to submit it when this twice a year grant window opens again.

8. Report of Meeting on July 28, 2020 with San Juan County Economic Development (Sosa)

Sosa reported the Economic Development Committee is asking UDOT for a grant for Wayfinding Signage county-wide. This will be helpful to tourists trying to locate places, such as the Goosenecks. Towns are allowed to participate and limit signage if desired. There will be a new small, business loan program rolled out in the next several weeks.

9. Update on COVID-19 Fund's Recommended Expenditures (Hook/Murray)

Hook and Murray have been working on the list the Council previously created. The details and prices will be discussed in the work session. Kathy Carson is researching grants for AEDs.

10. Updates on Local COVID-19 Meeting, Business Owners of Bluff Meeting, San Juan County Commission Meeting, San Juan County COVID-19 Statistics (Leppanen/Sosa)

The COVID meeting will meet next week. BOB is finalizing their mask signage project, Economic Development presented their signage project to the Commission, and cases continue to increase.

11. Update on Purchase of Old Bluff Elementary School (Sayers)

Sayers sent the School District a new letter reminding them of our interest. It is still being advertised.

New Business

12. Discussion and Vote on Bluff's Planning and Zoning Recommended Amendment to the Land Use Ordinance (All)

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

13. Discussion and Vote on Resolution for Protocol for Internal Communication Between Bluff Town Council and Bluff Planning and Zoning (All)

Murray motioned to approve the resolution, Hook seconded and Leppanen, Sayers, Murray, Hook and Sosa voted in favor. Leppanen remarked that this would help with the paper trail.

14. Request by Reagan Wyatsalucy of USU for Storage of Animal Food (Hook)

Hook reported the livestock feed will be stored and distributed from Blanding. Hook will get more information about where and when. The BWW meets next week.

15. Updates on Roads (Sign at 6th East and Black Locust), Water, and Planning and Zoning (All)

The crosswalk sign at 6th E and Black Locust was severed by a drive-off. Leppanen let the County know and they fixed it. Hook reported P&Z is reviewing ordinances building permits, and set-backs. Robin Cantrell is researching a place for a dog kennel.

16. Fiber Optic Update from Both Frontier and Emery (Leppanen)

Leppanen reported this project is still stalled on White Mesa. She suggested drafting a letter to Curtis and Romney for assistance. Sayers suggested including tribal government. Leppanen will do a draft. Frontier inquired whether the Town has an excavation permit/fee; they want to lay fiber optic cable.

17. Financial Report (Sosa/Murray)

We are not ready to pay the airport insurance yet, it needs to be researched more.

18. Other

Sayers is researching an additional phone line for a hot line.

Sayers motioned the meeting close at 7:27 p.m., Murray seconded and Leppanen, Murray, Sayers, Hook, and Sosa 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.