

Bluff Town Council Agenda  
September 1, 2020  
Bluff Community Center at 6:00 p.m.  
190 N 3<sup>rd</sup> 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 6:06 p.m.

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

Approval of Bluff Town Council Regular Meeting Minutes of August 18, 2020

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

**Unfinished Business**

**1. Update on the Bluff Service Area's Division of Water Quality Advance and its Relationship to the Town of Bluff (Leppanen)**

Leppanen explained in the process of incorporation and transfer of BSA assets, liabilities, and obligations to the Town, Linda Richmond, financial officer for the BSA, received a notice from the Division of Water Quality asking about the status of a \$100,000 loan taken out years ago for a waste water study. Leppanen has been working with John Mackey (DWQ) to try and understand this and other sums. The BSA went to the Division of Water Quality twice for waste water studies and, when completed, the community chose not to do the waste water projects. These moneys were not loans but amounts that would be added to future wastewater projects, although one DWQ board member felt the BSA should be not forgiven. Mackey did not know how much money was in abeyance. Sayers motioned that Leppanen write a letter to DWQ asking that all amounts sitting there to be added to a waste water project be waived, Murray seconded and Leppanen, Sayers, Murray and Sosa voted in favor. The Council agreed that the best thing for the Town was ask to take any amounts off the DWQ books. We have several large resorts that have invested large amounts of money on functioning systems. Our climate and topography work well with individual systems. Jackie Warren of the BSA agreed with asking to take the amounts off the books.

**2. Update on Status of Purchase of the Old Bluff Elementary School (Leppanen)**

Leppanen discussed this with Kyle Hostler on August 25<sup>th</sup>. The School District is still negotiating with Travis Shumway and the School Board may revisit this at its next meeting. Sayers volunteered to attend the September School Board Meeting.

**3. Status of the SITLA Leases on the Bluff Bench, Including RIP 780 (Leppanen)**

Leppanen explained the current leases under consideration for cattle on Bluff Bench. The Council was in support of RIP 780 for water lines and water troughs. At today's County Commission meeting the Commissioners were asked to send letters of support for 780a, which included drilling a well, and several other parcels. Leppanen asked the Commissioners to wait on their support until the Town had time to consider the impact of drilling into our aquifer. The Commissioners were unclear about the location of the projects. The Commissioners voted 2 to1 to wait on their support of these three projects. Leppanen reminded the Council that our 50-year water plan predicted a future water deficit and we do not know how many cattle will be in the area or how much water they need. The Council

was grateful for the support of the Commissioners and will discuss our position at a work session on Thursday the 3<sup>rd</sup> at 10:30 a.m.

#### **4. Update on Repairs to Town of Bluff Signage (Murray)**

Murray and Steve Helgerson spent time with Sam Cantrell's crew looking at signs and discussing factors such as height and how they are anchored. Murray said that data is in the Manual of Uniform Traffic Control. He felt we were ready to take over the upkeep and repair of signs October 1<sup>st</sup>.

#### **5. Use of Bluff Community Center for Early Voting in October and Consideration of Cancelling or Moving the November 3, 2020 Regular Town Council Meeting (Leppanen)**

The CC manager will be working with John David Nielson to figure out how to vote safely at the CC in October and November 2<sup>nd</sup>. Leppanen and Sosa will talk with the manager. The Council discussed canceling the November 2<sup>nd</sup> meeting and the three- week gap in meetings that would create. This will be added to the work session. Martha Rice sent Leppanen a proposal asking if Zumba could use the CC again when the weather got colder. The Council agreed to revisit the issue later in the Fall.

#### **6. Update on San Juan County's Local Homeless Coordinating Committee Membership Meeting on 8/31/2020 (Leppanen)**

Leppanen explained the State has given the County a \$50,000 grant to help local agencies providing services to homeless people and she is part of this task force. Mack McDonald is reaching out in the County but not aware of any such agencies. Leppanen suggested St. Christopher's Mission as a possibility. Sayers agreed the Mission is a good starting place and while we do not have people that are technically homeless it is difficult for many people in the area. Murray suggested Bill Lincoln to help facilitate with the Mission.

#### **7. Update on Official Utah State Highway Map - 2021 Edition (Hook)**

Hook sent the Council her list of wording changes and has submitted them to the State.

#### **8. Update on Fraud/Waste Hotline (Sayers)**

Sayers has the five mail boxes set up and is working with Frontier on the logistics.

#### **9. Discussion and Vote on the Town of Bluff's Lease with San Juan County Senior Center (Leppanen)**

Leppanen sent the draft of this lease she has been working on with Mack McDonald to the Council and Chris McAnany for approval. She asked Council members to bring changes to the work session.

#### **10. Set a Date for Work Session re: Discussion of Bluff Alley's and Ownership/Maintenance (All)**

The work session will be Thursday the 3<sup>rd</sup> at 10:30 a.m. Sam Cantrell at the County Surveyor's Office has provided Leppanen with excellent maps of the west Bluff Cottonwood addition alley ways that include clear notations of deeded and obstructed alleys. Leppanen will get copies to Council members before the work session. The question remains of whether the Town or County owns the alleys and can sign deeds. McAnany will work on this issue. Leppanen thanked Cantrell for the ground work provided to the Council.

#### **11. Bluff Community Center and Update to Equipment Considered by River Canyon Wireless on 8/27/2020 (Leppanen)**

Leppanen met with Tallin of River Canyon Wireless to start the process of upgrading the Wi-Fi signal at the CC. Josh Ewing addressed with them the locations of our equipment and what was needed. Equipment has been ordered. Cares funds will be used to buy a picnic table so students needing to work on homework and others will have an additional place in town to work with WI-FI.

#### **12. Update on CARES Act Funding, Second Distribution, Use of Transparency Utah for Reporting Expenditures (Leppanen)**

Sosa reported we have received the second distribution of Cares Act funds, \$7,164. The accounting is set up for the revenue and expenditures and we have purchased and received sanitation dispensers. We will need to account for expenditures and planned expenditures on the State transparency report. We can discuss more ideas for the funds at the work session, including a sound system to help with social distancing when we meet publicly again.

## **New Business**

### **13. Set a Date for Work Session re: Discussion of Franchise Fees for Utilities (Leppanen)**

The date was set for September 3<sup>rd</sup> at 10:30 a.m. Franchise fees for River Canyon Wireless and other fees will be discussed then.

### **14. Report on Commission Meeting (Leppanen/Sosa)**

Leppanen discussed earlier the Range Improvement Plans that the Commissioners voted to put on hold until the Council has time to discuss them. This will be added to the work session.

### **15. Financial Report, PILT Check from San Juan School District, County Economic Grant Application Review (Sosa)**

The Town received a \$6000 PILT check made out to the BSA. Leppanen talked with Hostler at the School District and sent the check back so it could be made out correctly. Sosa reported 14 businesses have or will receive Cares Act funds from Economic Development. She, Natalie Randall, and Pratt Redd reviewed applicants and gave out \$250,000 to County businesses.

### **16. Report on Pelorus and Audit Plans Including Appraisals (Sosa/Sayers)**

Sayers reported the appraisals should happen in two weeks. The appraisals will determine whether we need a partial or full audit. Sosa has been in conversation with the accountants who will do the audit. When the appraisals and paperwork are completed a date will be set for the audit. Erin Richards will work with Sosa and Leppanen on a mini-audit. Cindi Holyoak, Monticello recorder/clerk and newly elected County Clerk, spent several hours working with Sosa on Pelorus setting up new accounts and looking at budgeting. It was extremely helpful.

### **17. Current GRAMA Requests (Sosa)**

David Christianson sent two GRAMA requests, one for the building permits for 701 Main Street and one for the fire department records of a possible Hazmat spill at that location. Leppanen called Christianson to find out if it was East or West Main. West. She explained we don't have those records as the Town is so new, and directed him to the County. Sosa followed up with a letter.

### **18. Roads, Planning and Zoning, Water**

Nothing new with Roads and Water. The Council agreed Amanda Podemore did a wonderful building flow chart for permits.

### **19. ULCT Annual Conference, September 21-25 2020**

Leppanen suggested we get a virtual ticket for this and we each look at the agenda to see what we are interested in.

### **20. Other**

Leppanen noted that the Census for Bluff is still 23% and wondered if there is a glitch in the system. San Juan County is very low compared to other counties and watchdog groups are pointing that out. She will follow up with Mitt Romney's office. Drew Cooper and crew have been to every house in town and did not understand the low percentage. A few houses refused to cooperate and treated the workers poorly. The correct census numbers are vital to receive state and federal funding.

Sayers motioned to adjourn at 7:31 p.m., Murray seconded and Leppanen, Murray, Sosa, and Sayers 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.