

Bluff Town Council Meeting Draft Minutes
October 20, 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.

The meeting started at 6:01 p.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jim Sayers, Linda Sosa, Brant Murray
Bob Springmeyer was present online

Approval of Bluff Town Council Work Session Meeting Minutes of October 13, 2020
Murray motioned to approve the minutes, Sayers seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor.

Approval of Bluff Town Council Regular Meeting Minutes of October 13, 2020
Sayers motioned to approve the minutes, Murray seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor.

Unfinished Business

1. Question and Answer Session on Internal Audit by Erin Richards (Sosa, Leppanen, Richards: Internal Audit Committee)

Leppanen said Richards did a phenomenal job and helped her and Sosa understand more about managing money. Richards recommended checks and balances, a quarterly review, a specific fraud policy, segregation of duties, and outlining the tasks Leppanen and Sosa do on a monthly basis.

2. Question and Answer Session on Strategic Planning with Bob Springmeyer of Bonneville Research (Springmeyer)

Leppanen introduced Springmeyer as our incorporation feasibility advisor. Springmeyer has been working with Sosa monitoring monthly tax revenues since we started receiving them so he is aware of the economic impacts of covid on our town. He is interested in working with the Council on strategic planning and suggested looking at how peer towns are dealing with the impact of covid. He is aware of the possibility of acquiring the school and can help look at our ability to support it financially and share in its use. As we continue forward he can help us with our strengths, weaknesses, opportunities, and frets. He suggested a three-month project that included a virtual town wide survey, peer towns, bringing business, school and tribal leaders, goal setting, and defining and division duties. Leppanen will work with on a contract.

3. Update on NetForce Installation at the Bluff Community Center (Sayers) and Use of Office for Equipment (Leppanen)

Sayers did a site visit with Josh Daggs at the CC. Daggs recommended: a firewall server to separate and protect government business and public use, a wireless mesh system that can expand use to the public outside the CC and be turned on in the morning and off at night, and individual computers dedicated to business.

NetForce will need to do an audit of the equipment we have and check with River Canyon to see if they can support the system. Sosa asked if there was a monthly fee. Leppanen said the set-up would be about \$10,500 and there would be a reoccurring monthly fee but we had sufficient funds to cover it. Murray motioned to approve the installation at approximately \$10,500, Hook seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor. Sayers motioned to allow Leppanen to discuss the monthly fee package with NetForce, Hook seconded and Leppanen, Hook, Sosa, Sayers and Murray voted in favor.

4. Update on Kick-off Meeting for UDOT SR-162 & SR-262 Utility (Hook)

Hook explained the scope of the project, starting at Cow Canyon Trading Post with resurfacing to Whitehorse High School and more involved roadwork to the Colorado Stateline and from Montezuma Creek to the base of White Mesa. Fencing is involved. Leppanen said Marx Powell had been contacted by UDOT and he sent them a current waterline map. He will be part of a meeting with UDOT tomorrow at 3:00. Murray suggested making the Main Street project aware of this larger project.

5. Update on Cemetery Hill and Conversation with Mack McDonald on 10/14/2020 (Leppanen)

On October 14th Leppanen spoke with Mack McDonald on several outstanding issues. She let him know the invoice for the first three quarters of the Senior Center lease would be coming to the County. He wants to revisit the interlocal agreements with Blanding and Monticello, then Bluff. The Cemetery Board is a Special District and under the County. McDonald and Kendal Laws interpret the law to mean the Town cannot be in charge of the Board because nonresidents are allowed to be interred there. Leppanen is having Chris McAnany research the law because they may not be interpreting it correctly. The three Board positions expired in 2005. McDonald will run an add to fill the positions. Leppanen was concerned over lack of oversight and reporting to the State by the County.

New Business

6. Audit of Bluff and COVID-19 Questionnaire from Lowry & Associates, Inc. on behalf of Utah Local Governments Trust (Leppanen/Sosa)

Leppanen and Sosa completed this UGLT insurance audit that was due last month but got misplaced. Leppanen was granted an extension. The first year with UGLT was

based on an estimate of what we would be doing and this included questions about business operations and employees for a more accurate assessment.

7. Report on Bluff Service Area's Meeting on 10/14/2020 (Leppanen); Report on Bluff Water Works Meeting on 10/14/2020 (Leppanen); Report on Planning and Zoning Commission's Meeting on 10/14/2020 and Request for Joint Meeting on 11/18/2020 (Leppanen/Podmore)

Leppanen reported the BSA meeting was short and Jackie Warren decided to create a vote yes on dissolution flyer. She is working the BSA attorney on the next steps if vote is to dissolve the BSA. BWW did not meet. P&Z approved the plan for a fiber optics building and requested a joint meeting to discuss RV issues and ways to diversify town economics. They would like more advisors to help bring additional ideas and outlooks. Jared Anderson from Emery left a message with Leppanen he would like to have a "meet and greet" to inform the community of their broadband progress and answer questions. Murray informed the Council that the picnic tables have arrived. Denny Bellison will assemble them and may have ideas about how to secure them.

8. Discussion on the Governor's Risk Guidelines for COVID-19 Effective 10/15/2020 (Leppanen)

Leppanen explained that the Governor has discarded the risk color system although there seems to be more colors than before. The levels are high, moderate and low. There are more cases and another death. The Governor is recommending the wearing of masks, social distancing, and avoid gathering in groups of more than ten. Hook explained that USU is testing sewage and the campus is fine but the city is not. Leppanen explained the next six to twelve weeks are crucial and reminded people not to drop their guard.

9. Other

Reminder, October 24th is the Town clean up noxious weeds on your property day. The Council agreed to have a work session Monday the 26th at 10:30a.m.

Sayers motioned to adjourn at 7:16 p.m., Murray seconded and Leppanen, Hook, Sosa, Sayers and Murray 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.