

Bluff Town Council Special Meeting Minutes
September 15, 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 6:00 p.m.

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

Approval of Regular Town Council Meeting Minutes of September 8, 2020

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

Approval of Special Town Council Meeting Minutes of September 14, 2020

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

Unfinished Business

1. Update on Public Notice for Meeting Cancellation on November 3, 2020 and Rescheduling for November 2, 2020

Leppanen sent the Public Notices to the San Juan Record for publication.

2. Discussion and Vote on CARES Act Funds (All)

Leppanen reported we have received \$14,328 and should get one more disbursement. We have purchased an AED, hand sanitizer dispensers, and paid for the services of the Covid Coordinator. Previous suggestions included two picnic tables, \$1000 in PPE for fire/Emts, signage for businesses, increasing WI-FI, a stronger modem, an air filter, a safety attendant for voting, and sound/ visual system for social distancing. Michael Haviken asked about safety equipment for an outside pickle ball court. He was told there should be CARES funds or Rec. funds for it. Haviken will check to see what is available. Sayers motioned to make the expenditures but wait on the sound system, Hook seconded and Leppanen, Sayers, Murray, Hook, and Sosa voted in favor.

Leppanen will check with John David Nielson about the voting hours for the use of the attendant and Sayers will check on sound systems.

3. Update on Bluff Service Area Dissolution and Meeting on September 9, 2020 (Leppanen)

Leppanen explained there was one agenda item, whether BSA debt should be transferred to the town. There was good discussion and no vote was taken. She received a sample of the ballot from Nielson. The Lt. Governor supplied the verbiage

which was, shall the BSA be dissolved? She explained the voting equipment could tell if someone had already voted.

4. Update on Utah Division of Water Quality Meeting on October 28, 2020 and Letter Memorandum (Leppanen)

Leppanen is finishing the letter she will send before the DWQ meeting. She will send the Council a draft copy.

5. Report on Bluff Water Works Meeting on September 9, 2020 (Sosa)

Sosa reported things are going well and they are keeping more water in the tanks since it is fire season.

6. Report on San Juan County Commission Meeting on September 15, 2020 (Leppanen/Sosa)

Sosa reported the Commissioners all voted in favor of accepting the CC senior center lease. It was similar to the lease that has been in place but clarified the payment of utilities and length of the lease. Leppanen has already received the signed lease. The County will create a new \$100,000 CARES grant for artisans effected by the lack of tourism. The Council suggested ways to get the word about the grant out when it is available. Hook reported the School Board meeting explained the increase of WI-FI towers and radio towers to help students.

New Business

7. Status of 2019 Financial Picture for San Juan Public Health (Leppanen)

Leppanen explained that Lois Young, our SJ Public Health Board representative, was on Monday's work session agenda to give an update but her computer was not working correctly. She emailed Leppanen that at Tuesday's SJPH board meeting part of the discussion will be changing San Juan County from yellow to green. Leppanen responded in a letter as a private citizen that Bluff's demographics have not changed, flu season was coming and this move was premature. She explained it doesn't affect our mask ordinance.

8. Discussion and Vote to Hire a Note Taker for Planning and Zoning

P&Z is currently meeting with four members and it is a hardship to participate in the meeting and take notes. Leppanen wrote and will post a contract labor job description. It will close September 25th. Sayers pointed out their meetings are very detailed. Sayers motioned to pay someone to take minutes, Hook seconded and Leppanen, Sayers, Murray, Hook, and Sosa voted in favor. The Council agreed to pay a volunteer to take minutes at the Wednesday meeting.

9. Financial Report (Sosa/Murray)

Sosa sent the August bank reconciliations to Council members. Sosa and Murray verified the computer reconciliations with the bank statement. Sosa also sent the list of current bills for approval and recommended making an insurance payment. Murray motioned to approve payment of presented bills and \$1000 of the insurance bill. Hook suggested paying the entire insurance bill. Murray amended to pay all of it, Sayers seconded and Leppanen, Sayers, Murray, Hook, and Sosa voted in favor. Leppanen will check to make sure it doesn't exceed what was budgeted.

Rocky Mtn. Power –\$ 418.47

BWW – \$60.53

Bankcard - \$171.99

XMission - \$15.00
Google Suites - \$50.52
Office Depot, ink - \$51.47
USPS, stamps - \$55.00
Frontier - \$68.74
Chris McAnany -\$1177.50
ULGT - \$6929.44
Airport - \$2008.00 paid
Liability - \$3400.00
Property - \$1097.44
Workman's Comp - \$492.00
Relief Credit – (\$68.00)

MET - \$593.92

10. Status of Roads, Planning and Zoning (All)

Michael Haviken presented his roads maintenance budget of \$43,400.00 which included signage for public safety and traffic control, two electronic signs, crack sealing, patching, grading, mowing and grant administration if a federal grant was applied for. Some money will be kept back for snowplowing. Leppanen pointed out \$30,000 had been budgeted but it could be adjusted because it was dedicated funds. It was decided to pull out the signage for now so it would fit the budget. Sayers motioned to approve the budget but modify it by pulling out the \$12,500 signage part Murray seconded and Leppanen, Sayers, Murray, Hook, and Sosa voted in favor. Haviken will check with the County first since they did a great job last year. Haviken will complete a form from UDOT that Leppanen received about last year's expenditures. P&Z is working on setbacks.

11. Closed Meeting to Discuss the Purchase, Exchange, or Lease of Real Property (All)

Sayers motioned to adjourn the regular meeting at 7:05 p.m. and go into closed session to discuss real property, Murray seconded and Leppanen, Sayers, Murray, Hook, and Sosa voted in favor.
Sayers motioned to leave the closed session and adjourn at 7:48 p.m., Hook seconded and Leppanen, Sayers, Murray, 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.