

Bluff Town Council Work Session Minutes

August 24, 2021

Bluff Community Center at 10:30 a.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.

The meeting started at 10:31 a.m.

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

**1. Discussion of Proposed Policies for Bluff Town Council: Email Management; Social Media**

Sosa had sent draft copies to Council members. These are basic policies researched from the State and other towns. Murray said it would be beneficial to have policy in place when we get our town issued computers. Leppanen suggested adding a link to the Utah Division of Archives and Records Service Email Management Guidelines for more in depth information. Sosa will attach the link. Leppanen noted the part on texting was important and texts were difficult to retrieve. The County Commissioners were given a GRAMA request for a text made during a meeting. There should be no texting or receiving of texts during a meeting because they become part of the meeting.

**2. Discussion of Ordinance for Campaign Financial Disclosures**

Leppanen explained that the County is running our November election and may or may not be responsible for future elections. This ordinance details all parts of an election the Town would be responsible for and for those running for office. It is taken from Moab's policy. If we do start running our own elections this will already be in place. We will vote on this at our September 7<sup>th</sup> meeting.

**3. Discussion of American Rescue Plan Act (ARPA) and Matching Funds Grant**

Tomorrow Utah League of Cities and Towns will hold a training on the use of ARPA and the matching funds criteria. Leppanen and others will attend. The window for applying for the match is August 16 to September 15 and we have three years to spend the money. A committee reviews applications and funds are disbursed to those accepted in November. Leppanen suggested a link on our website so the community could help with ideas. We have received the first disbursement of \$14,000+. The Community Development Block Grant opens in October.

**4. Discussion of Short-Term Rental Checklist and Application; Business License Amended Ordinance**

Leppanen pointed out the dates on short-term rentals and business licenses need to match and that will be on the agenda for September 7<sup>th</sup>. Leppanen suggested a flow chart instead of a checklist and she and Sosa will work on it.

### **5. Update on AmeriCorp Grant Application**

Leppanen reported Reagan Wytsalucy, Miranda Peterson and Joe Hubbard did a great job in a short time on the grant and it had been received favorably. It asks for 8 to 12 workers, aged 18 to 27 to help:

- finish the Community Garden so it is ready for next year,
- work on two historical buildings at the Mission,
- help mitigate fire hazards in town,
- help with the removal of invasive species.

Joe Hubbard joined the conversation; he agreed the application was strong and feedback was encouraging. He noted it and the garden were great joint projects for the town and Mission to have community partnerships, and included USU. He also noted hiking trails at the Mission and Murray invited him to the Main Street Project meeting this Fall which has a trail component. Leppanen encouraged working together and mentioned how beneficial it has been working with the Fort.

### **6. Other**

Leppanen mentioned she would be making calls to the County to see if the goatheads could be sprayed along the highway before they go to seed.

Murray motioned to adjourn at 11:20 a.m., Sosa seconded and Leppanen, Sosa, and Murray voted in favor.

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.

For requests to receive emails/meeting invitations email [linda@townofbluff.org](mailto:linda@townofbluff.org)