

## Bluff Town Council Regular Meeting Minutes

October 12, 2021

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.

The meeting started at 6:01p.m.

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

Approval of Bluff Town Council Regular Meeting Minutes of October 5, 2021

Murray motioned to approve, Sayers seconded and Sayers, Sosa, Murray and Hook voted in favor, Leppanen abstained

Approval of Bluff Town Council Emergency Meeting Minutes of October 11, 2021

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

### **Unfinished Business**

#### **1. Closing on the Old Bluff Elementary School (Leppanen)**

Leppanen reported that she signed the papers Friday, the 8<sup>th</sup>, at the title company in Monticello; the new District business manager signed later at 1:30 for the School District. It is recorded in our name.

#### **2. Update on the Old Bluff Elementary School (Hook, Murray, Sayers)**

Murray and Sayers met James at the school to turn on the heat and learn how water, electrical, etc., systems work. There will be a final walkthrough with James and Tom Corrao. James may be available to some maintenance work. Sayers was grateful the mayor and clerk insisted the CIB loan we were working on was too much, this turned out much better.

#### **3. Status of the Town of Bluff Municipal Election (Leppanen/Sosa)**

Thursday, the 7<sup>th</sup>, Leppanen checked with Duncan Lyman at the County and then the Deputy Director of Elections in SLC about the proper steps if an election is called off. Friday, the 8<sup>th</sup>, Steve Helgerson dropped out of the mayoral race, leaving three unopposed candidates. The Council met in an emergency meeting Monday, the 11<sup>th</sup>, and voted in favor of a resolution cancelling the election. The resolution was sent to the County and State. Leppanen will confirm with both and get instructions for ballots, which had been sent out earlier than they should have been. Sosa will send out the information in an email blast.

#### **4. Update on Status and Schedule of Road Work by LeGrand Johnson; Right of Way Permit on SR-162 (Haviken); Status of Invoice to San Juan Transportation Board (Leppanen)**

Michael Haviken reported the start time is tentatively October 18<sup>th</sup> and the schedule is on the Town website. The scope of the work could be reduced as, the Calf Canyon Road needs culverts from private land owners for proper drainage. The owners will be contacted. Haviken okayed a project drilling test holes to find utility lines near the Mission. Galen Hadley started work on 2<sup>nd</sup> East today fixing the mudhole. Three residents were very grateful for the work. Leppanen, Hook, and Haviken will meet to discuss removing sand from the overflow bridge. A question was asked why we maintain the Transfer Road; it is a C road and the Town is required to maintain it. Leppanen sent the invoice to the Transportation Board for matching funds and Kelly Pehrson said he will get a check out right away.

**5. Update on Municode and Discussion and Vote on Adoption of Codification Resolution (Leppanen)**

Tabled until next week.

**6. Update on Kantola Training (Leppanen)**

Most Council members have finished this training; it is highly recommended and factors into our insurance costs.

**7. Update on AmeriCorps Grant, Schedule and Plan for Orientation; Report on "Handoff Meeting" on October 7, 2021 (Leppanen)**

Leppanen is meeting with Reagan Wytsalucy to finalize plans and orientation for the group of ten arriving November 1<sup>st</sup>. A trip to Edge of the Cedars is part of the orientation. The handoff is from one of their directors, one will be here and one will provide support from Sacramento. They will be here 4 to 6 weeks and Leppanen and Wytsalucy will coordinate food for them for the first couple of days.

**8. Update on Status of NetForce (Sosa/Hook)**

Hook explained the wiring is complete and it is setup to record but not yet hooked up to You Tube. One camera, the one that fell, is not recording. They will look into getting a globe style cage to go over the camera. Our contract with them requires they come and train us on the system. Hook mentioned they suggested that we become familiar with our town computers.

**New Business**

**9. Request for Office Space by the American Civil Liberties Union (Malysa Egge)**

Egge is exploring options and asked to be kept informed.

**10. "Report on Planning and Zoning Meeting of October 6, 2021 and Discussion of San Juan County issuing a Building Permit without Town involvement; Joint Meeting of Planning and Zoning and Bluff Town Council on November 3, 2021 from 6:30 pm to 7:30 pm."**

P&Z was concerned the County issued a building permit before going through the Commission but it was determined it was not new building but replacing a roof. Leppanen will talk to Mac McDonald and Scott Burton at the County to make sure we are on the same page, requests go to P&Z first. Hook also said P&Z would like some office space and a proposed subdivision was too small to legally divide in two pieces. The Council agreed to have a joint meeting with them November 3<sup>rd</sup> from 6:30 p.m. to 7:30 p.m.

**11. Report on Transparency Report for 3rd Quarter, Annual Employee Transparency Report, Form 941, State Unemployment, and State Withholding (Leppanen/Sosa)**

These quarterly and one annual report have been completed.

**12. Determine a Date for a Work Session (All)**

November 3<sup>rd</sup> at 10:30 a.m.

**13. Senior Center Keys (Leppanen)**

Since no key has been found we may borrow one and make duplicates. Kathy Carson volunteered to do a Blanding run. School keys could be made at the same time.

**14. Other**

Murray will check with Ed Dobson to see if he wants “noxious weed law” to be on the next agenda.

Leppanen reported the Rural Utah Leadership Conference was excellent and networking very helpful.

Hook reported the BLM finished their part of the River Trail.

Sayers motioned to adjourn the meeting at 7:14 p.m., Murray seconded and Leppanen, Hook, Sosa, Murray, 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 will be able to connect and participate electronically.

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