

Bluff Town Council Regular Meeting Minutes

March 8, 2022

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 6:03 p.m.

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

Approval of Bluff Town Council Regular Meeting Minutes of March 1, 2022

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

Public Comment: There were none

Unfinished Business

1. Update on Town Manager Job Description (Leppanen)

Leppanen reported she met with Erin Richards over changes that had been discussed at the last Council meeting. Richards has posted the job application on Indeed.com, a free week by week site. She suggested several other sites and the Council will consider those options after monitoring Indeed.com. Sosa has posted on the town website and post office. Leppanen suggested High Country News. Richards outlined some highlights of having a wellness policy, it is taxable income and it can be flexible and positive. She asked the Council to think about how focused or broad it should be and should receipts be turned in monthly. Murray suggested negotiating what was covered with the future applicant.

2. Update on Priority Telecommunications Application and Process (Hook)

Hook is looking a several options and this is moved to the next agenda.

3. Update on Class C Road Work by San Juan County (Haviken)

Haviken reported when this is completed we will have crack sealed all 7.325 paved miles in town. Work was delayed yesterday because of a dead battery and moisture on the roads. Leppanen will let the County know tomorrow the status of overnight moisture. Haviken met with reported the County Transportation Committee and they are working policy, timelines and possible future grant money in the region. Elaine Gizler did a presentation on a bike trail from Monticello to Monument Valley for possible funding and was referred to UDOT>

4. Report on Meeting of CCC Design Review Team and Status of Fire Suppression System (Sayers/Murray)

This meeting took place earlier today and things discussed included policy timelines, a 4-phase remodel plan, the fire suppression system, application for various grants, and a usage policy. The remodel would include paint, flooring, the ceiling, and bathrooms. UDB would like to use the grounds and kitchen for an outside meal April 16th. Leppanen reminded we do not have a certificate of occupancy for use of the building or kitchen and the kitchen may need to be inspected by the Health Department before it can be used. Sayers will look into these things. Heather Atene would like to use half of the modular for her office. Sosa liked the idea of the 4-phase plan and would like to see the draft copy when it is ready.

5. Report on San Juan County's Commission Work Session and Meeting of March 1, 2022 and San Juan County's Planning and Zoning Commission (Leppanen/Sosa)

Leppanen reported the bylaws for the planning and zoning commission are being revisited. Topics include how to advertise for openings, length of terms, removal or replacement of members, especially for missing too many meetings. State law does have some guidelines. Leppanen felt the Commission should be diverse to represent different points of view, not developer heavy. Mack McDonald will advertise for the opening for a Bluff representative.

6. Update on Accountant Search (Leppanen)

Leppanen is searching with Larson Co. to find an accountant to help set up depreciation and capitalization schedules.

7. Report on Meeting with Dr. John Barentine, Consultant with Dark Sky Consulting (Leppanen); Report on Darkness in Bluff (Hook)

Leppanen reported this virtual meeting, attended also by Diana Davidson, Jen Davila, Wes Shook and Murray, was excellent and Dr. Barentine is very knowledgeable and helpful. He is willing to help us. Because he charges \$250 an hour Leppanen suggested doing as much as we can on the application process and using him as needed. We already have an ordinance, have had public meetings, and Friends of Cedar Mesa has had an evening sky activity. FCM is willing to partner with us. Kathleen Pakish created a flow chart to show where we are and we can fill in what tasks are needed, who can do them, and timelines. These things will be discussed at the 10:15 a.m. Work Session Thursday. Hook has taken the sky meter donated by Diana Davidson out and measured sky glow in 10+ locations inside and outside of town. She reported good readings of 21 everywhere except the new school parking lot. Leppanen thanked her for compiling the information.

8. Update on Bluff's Planning and Zoning Commission Meeting on March 2, 2022 (Hook)

Hook reported three Land Use Clearances were approved, FCM had questions about remodeling property, and zoning questions involving kennels. The definition of kennels was changed to inside space. There was a question about dropping the C-3 zone, Leppanen noted it had not been noticed to the public part at the recent public hearing and thought it could not be changed without a new public hearing.

9. Workers Compensation, Liability, and Property Insurance Renewals with Utah Government Trust (Leppanen)

Leppanen completed and submitted Workman's Comp. and Property renewals and will meet with Sosa to complete Liability so these are completed before work starts on the amended and 2023 budgets.

New Business

10. Sand and Gravel Permit between SITLA and Sondregger, Inc. and Requirement that the Plan of Operations Include a "conditional use permit from the applicable local land use authority."

Leppanen reported this gravel pit above the town on the Bluff Bench has grown much larger and she has questions about whether the lease is being followed correctly. She sent a copy to Chris McAnany and in conversation with Brian Torgerson noted it had been signed November of 2021, after the town was incorporated. Should the town have been the land use authority signing off on it? Mary Gilliam studied the lease and had these questions:

There is a 10-year period of use before the renewal, is this the same area, and did Sondregger submit a required mining plan at the signing? Leppanen thanked Gillam for her in depth look and Josh Ewing for bringing this to the attention of the Council.

Leppanen will continue following up with San Juan County.

11. Update on Community Impact Board 2023 List of Projects (Sayers)

Sayers added the road repair of our historic main street to our list that includes the CCC and a secondary water project. Leppanen submitted our capital assets list.

12. Other

Leppanen reported we got the CDBG approval for a \$125,383 grant to redo the Community Center. She expressed a big time thank you to Molly Schmidt, Sam Wheldon, and Molly's firm for getting this done. The next step is a second public hearing and some other deadlines prior to starting the project in the fall.

Sayers motioned to adjourn the meeting at 7:06 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