

Bluff Town Council Regular Meeting Minutes
November 5, 2024
Bluff Community Center at 4:00 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 4:00 p.m. 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. All records, including audio, are posted on the Utah Public Notic Website.

This meeting was held virtually and in person.

The meeting was called to order at 4:02 p.m.

Roll Call: Ann Leppanen, Linda Sosa, Luanne Hook, Britt Hornsby, Jennifer Davila
Town Manager: Erin Nelson

Public Comment: None

Unfinished Business

1. Discussion and vote on 12-Month Contract with Galaxy IT for Managed IT Services (Nelson)

Nelson reported that Galaxy IT is seeking a 12-month contract and reported that this would be a good fit for the town to have continuity of service and known costs for IT for a full year. Nelson also stated that the town is ready to move from their current provider NetForce PC due to ongoing customer service issues. Nelson recommended that Galaxy IT would be the best option for price and customer service. The council was provided with the full quote from Galaxy IT, including terms and conditions.

Hornsby made the motion to change IT service providers to Galaxy IT for a 12-month contract, and Hook seconded the motion. Sosa reminded Nelson that a copy of the contract would be needed for her records. All in favor, none opposed. Motion passed unanimously.

2. Report on Design Review Committee Meeting on Thursday, October 31, 2024 (Davila/Hornsby) and Status of Invoices to Utah Diné Bikéyah Pursuant to the Terms of the 'Acquisition and Redevelopment Agreement) (Nelson)

Hornsby, Davila, Nelson, Collins, and Slowman-Chee were present for the meeting, but there were members who were late to the meeting. UDB did not have any board members present. Janet Slowman-Chee provided no new information and was unable to commit to anything regarding moving forward on choosing an architect, the discussion on tree trimming, and did not have any new or updated information on Utah Diné Bikéyah signing the conflict-of-interest forms.

It appeared that a UDB meeting had taken place at the modular recently. Leppanen will follow up with legal counsel regarding sending a letter to UDB. Nelson said that an invoice was sent to Utah Diné Bikéyah via email on Friday, November 1st for quarter three. It also included a reminder of the late, outstanding balance for the second quarter. A physical copy of the invoice was also mailed to Utah Diné Bikéyah on Monday, November 3rd and addressed directly to UDB, attention Janet Slowman-Chee. In addition to the regular billing for two-thirds of utilities for quarter three, the town is billing Utah Diné Bikéyah for two-thirds of the Project Manager salary. The Town has not made draw downs from the EPA Grant, which is supposed to cover the Project Manager's salary in full, because we are at a gridlock on choosing an architect with UDB. A memo was sent out with the invoice to explain why the decision was made to bill UDB for their portion of the salary. If the partners can come to an agreement and we can

move forward on the project, we will be able to fully reimburse UDB for the cost of the salary. In our current state, we are uncomfortable with drawing down from the EPA grant. The Project Manager is still performing work, and her hiring was approved by both the Town of Bluff and Utah Diné Bikéyah.

Nelson confirmed that the outstanding balance from quarter two is late and the town has not received payment. The overdue payment is between \$400 and \$500. The invoice that was just sent is due upon receipt.

Based on prior discussion, since the town never received any further feedback regarding tree trimming, the work must be completed, and Collins scheduled the tree trimmers to come down to perform the work this coming weekend.

3. Update on October 30, 2024, Planning and Zoning Meeting (Hook)

Planning and Zoning scheduled an additional meeting on Wednesday, October 30th to review the RV ordinance. The commission also scheduled the consultants, Hansen Group, who are recommending the required changes for the Subdivision ordinance will provide additional information during the meeting scheduled for Wednesday, November 6th. The commission has open seats for a four-year term. Marcia Hadenfeldt and Ed Dobson both have indicated that they would like to be reappointed. Jacob Nelson also submitted a letter of interest. The interviews will be conducted on November 6th.

The drafts of the ordinances are available on the website. A public hearing will be held to receive feedback on the ordinances. Planning and Zoning inquired about the status of the noise ordinance. Leppanen stated that she would not be able to get to drafting a noise ordinance or an off-leash dog ordinance until the middle of the month. Leppanen indicated that the priority would be getting the Subdivision Ordinance and RV Ordinance to public hearing.

4. Update on Fiscal Year 2024 Audit by Larson and Company (Leppanen)

Leppanen shared that the audit has been completed and the paperwork is being finalized. Jon Haderlie would be available to present to the council, if requested. He could present in person if coupled with other clients in the area. There were no findings in this audit and is considered a clean audit.

5. Other/Adjourn

Hook reported that another UDOT trail meeting will take place on December 3rd and will be hosted in person and virtually. It will be from 2-4 pm. It is intended to collect information on the southeastern part of the state. The director of trails will be in attendance, and they will provide information on the status of projects. Hook will send out the meeting invitation.

Hornsby motioned to adjourn the meeting; Davila seconded the motion. All in favor, none opposed. Motion passed unanimously. The meeting adjourned at 4:19 pm.