

Bluff Town Council Special Meeting Minutes

July 8, 2025

Bluff Community Center at 5:30 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 and audio, in addition, at the Utah Public Notice Website <https://www.utah.gov/pmn/> The public can participate by telephone at 1 904-900-0507 (PIN: 364208783) or through meet.google.com/ytf-sjdx-csv. To view the livestream, or watch past recordings, please visit our YouTube channel:<https://www.youtube.com/channel/UCTqBxSP-Erhxq6muVMX6vdw>. This meeting will be in person and virtual

6:00pm Meeting Called to Order and Roll Call: Mayor Ann K. Leppanen, Luanne Hook, Linda Sosa, Britt Hornsby, Jennifer Davila, Erin Nelson Town Manager.

Approval of Bluff Town Council Regular Meeting Minutes from June 17, 2025. Hornsby motions to approve minutes from June 17, 2025, Davila seconded. Leppanen, Sosa, Hornsby, Hook and Davila voted in favor.

Approval of Bluff Town Council Work Session Minutes from June 24, 2025. Hornsby motions to approve minutes from June 24, 2025, Davila seconded. Leppanen, Sosa, Hornsby, Hook and Davila voted in favor. Discussion: The name of the recorder is not on the minutes, it is not required.

Approval of Special Meeting Minutes June 24, 2025 added to next meeting.

1. Discussion and Vote to Extend Josie Lott's Internship by One Week, to End on July 18th (Nelson)(6:03pm): Nelson and Lott request to extend Josie Lott's Internship for one additional week. Lott has consistently come in slightly under 30 hours/week and has multiple projects to complete. Davila motions to extend Josie Lott's Internship Contract for one week, Hornsby seconded, Leppanen, Hook, Sosa, Davila and Hornsby voted in favor.

2. Approval of Dark Sky Designation Postcard (Nelson, Lott)(6:04pm): Council discussed during the announcement they wanted a postcard to share with town. Lott put together a design, presented the option to send to every mailbox (~460 boxes at ~\$100, print 500 postcards for ~\$230). Current photo is a Paul Martini (photographer) favorite in addition to an image of Twin Rocks with the Milky Way. Council suggested that Josie pick a different photo without artificial light, email Council for their approval. Recommendation to print additional postcards and allow businesses to sell, settled on 1000 postcards (increase printing cost to ~\$460). Voted in Agenda #5.

3. Discussion and Vote to Accept Bid for Energy Efficiency Lighting Retrofit Project at BCC (Collins/All)(6:14pm): Collins presented the 5 bids received from 3 electric contractors. Lyle Northern Electric, UltraLights and Sanders Electrical. The project is Davis Bacon Wage and Buy America, Build America (BABA) required; two of the three contractors submitted qualified bids (BABA adherent). The non-qualified bid was drastically lower in cost, closer to the awarded grant amount. Collins spoke with Project Officer and there is potential for waiver approval to waive BABA requirements and an extension of contract if waiver review inflates timeline. Council requests Collins submit waiver request and contact all three contractors if timeline or price changes with waiver timeline. Davis- Bacon wages may change if a bid is not

accepted. With the RFP process, Nelson recommends at next council meeting the council votes to award the project to, whether we receive the waiver approval or not.

4. 2025 Annual Convention: Registration and Keynote Speaker Announcement(6:22pm):

October 1-2, 2025 in Salt Lake City. \$415/person Early Bird + Cost of Hotel. The workshop breakdown has not yet been set. Also, October 3, 2025 Statewide Homeless Coalition Conference in Sandy, UT - Leppanen may attend both. Council encouraged to look at schedules and let Erin or Ann know if they would like to attend.

5. Discussion and Vote to Pay the Bills (Nelson, All)(6:26pm): For work completed in FY2025: Uncommon Architects Invoice, end of Design Development Phase & BOBs Marketing. FY2026: Lee Contracting, \$7,300 Fire Department Turnouts, Dark Sky Postcard Printing ~\$450 to print the 1000 cards and mailing, Paychecks, Monthly Expenses, Invoice to SJC for Senior Center Quarter 2 expenses. Hornby motions to pay bills, Davila seconded, Leppanen, Sosa, Hook, Davila and Hornsby voted in favor.

6. Other/Adjourn(6:29pm): Deadline for Emergency Medical Responder (EMR) course sign-up is approaching. Reach out to Erin Nelson or Jeremy Hoggard if interested.

Public Notice in SJ Record for a Quiet Title of alleys on West side of Bluff. In SJR on June 28, July 2 and July 9. Individuals have 21 days after last day of publication to respond. Forwarded to Town Lawyer.

Bluff Water Works meeting Wednesday, July 9, 2025 @ 7:00pm.

6:32pm Hornsby motions to adjourn, Davila seconded, Leppanen, Hook, Sosa, Davila and Hornsby voted in favor.

For requests to receive emails/meeting invitations, email linda@townofbluff.org