

Bluff Town Council Work Session DRAFT Minutes
August 12, 2025
Bluff Community Center at 3:00 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@townofbluffutah.gov) at least 4 days before the meeting. Agendas and minutes are posted at: townofbluffutah.gov and audio, in addition, at the Utah Public Notice Website. The public can participate via phone: (719)359-4580, Meeting ID: 92499673928# and via Zoom: <https://zoom.us/j/92499673928>
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.

3:03pm Meeting Called to Order & Roll Call: Mayor Ann K. Leppanen, Luanne Hook, Jennifer Davila, Linda Sosa, Britt Hornsby, Erin Nelson Town Manager

1. Review of Draft Cemetery Ordinance and Forms for Operation; Discussion of Needs and Timeline for Cemetery Board (3:03pm): Draft Ordinance shared with Attorney Chris McAnany with request to wait to review until Town Council has. Procedures in ordinance outlined. Once digitalization bid is awarded, resolution will be drafted and sent to SJC.

Discussion included: enforcement difficulty with specific regulations (hours); prohibit camping; definition of cremation lot (concrete wall with drawers to store ashes, increases density); SJC Cemetery Ordinance existence and reports filed (not in existence nor reports submitted); Ordinance specific comments. Next steps: Creation of Cemetery Board (advertisement, discussion around # of members), Cemetery Ordinance approved by Council and reviewed by Attorney, Land deed conveyance from SW Heritage Foundation (primary contact: Bill Davis and another individual) to ToB. Timeline for Cemetery Board: Due to Leppanen term expiration in January 2026, aiming for mid-November to have Cemetery Ordinance, Forms and Board.

2. Review of Draft of an Ordinance Adopting Residential Agriculture, Farm Animal and Domestic Animal Regulations (3:51pm): Planning and Zoning previously created comprehensive Animal Ordinance, 'Regulations for Dogs and Cats' pulled from it. Moved on to Agenda #3 for discussion.

3. Review of Draft of an Ordinance Adopting Regulations for Dogs and Cats(3:56pm): Discussion: Dangerous Dog vs Potentially Dangerous Dog definitions; need for more robust animal ordinance in future to include more animals (agenda item #2); SJC Kennel Regulations; State of Utah Nuisance Law.

4:29pm: 5 minute break

4. Discussion of an Ordinance Prohibiting "Jake Braking" and Designating "No Parking Zones" on Highway 191(4:35pm): Prior to incurring attorney's fees, Leppanen inquired if Council wants to pursue these ordinances and explained the No Parking Zone ordinance is technical & boilerplate, as UDOT rules must be adhered to; Jake Brake is enforced by Deputies and Highway Patrol. Discussion: request to specify all trucks vs only Uranium trucks (current draft); idling and proximity to residence or business; Reference other Town/City Idling Ordinances; Difficulty of enforcing idling;

4:54: Ann Leppanen logged off the meeting, will listen to recording.

Jake Braking is included in Noise Ordinance Draft, by pulling Jake Brake out of Noise Ordinance will make passing it faster and will allow signage to occur. Next agenda: Vote to pull Jake Brake out of Noise Ordinance.

5. Review of Town of Bluff's "Board and Committee Policy" and Discussion of Boards, Terms, Need for Bylaws (5:01pm): Policy Discussion: employees may not be on a committee (if changed, require an employee on each committee to complete assignments or attends as a resource for the committee), one committee/person (suggestion to remove due to population size). Moved to another meeting for further discussion

6. Discussion on Bears Ears Partnerships Request to Buy Bar Well (Nelson/Leppanen) (5:22pm): Davila just attended an Astro-tourism conference and requests to have conversation about a Dark Sky Park located at Bar Well prior to sale; Discussion: not easy to 'dispose of town property' and may be worth pursuing a lease; source protections to be pursued for the well located on property; Hornsby stated that he works for Bears Ears Partnership and emphasized that a discussion has been requested from Executive Director.

7. Discussion of 911 Fundraiser at the Bluff Fort (Nelson) (5:26pm): Due to the turnover of Bluff Fort Volunteers in Fall, Erin is helping coordinate. This year's funds support EMS. Saturday September 13, 8a-10a. New option to include a silent auction 8am-9:45am, winner announced at 10am. Encouragement of Council and Administration to attend; assignment of roles for all volunteers is recommended.

8. Discussion and Review of New Logo Options, as Developed by Josie Lott (Nelson/All) (5:33pm): Intern Lott created a few Bluff logos to encourage more community engagement. Nelson presented current options and requested council guidance if this is something they want to pursue as business cards will be ordered soon. Discussion: logo would be on letterhead; for buy-in, community involvement helps (new design or survey of proposed). Feedback provided, additional mock-ups to be brought back to council.

5:43pm: Davila logged off meeting.

9. Other/Adjourn (5:44pm): Citizens Academy, first meeting August 21 @ 6:00pm. Inquiry if anyone is planning to attend, Council and Staff will attend if schedules permit.

5:47pm Hook motions to adjourn, Hornsby seconded, Sosa, Hook, and Hornsby voted in favor.

For requests to receive emails/meeting invitations, email linda@townofbluffutah.gov

Acronyms:

SJC: San Juan County

ToB: Town of Bluff

UDOT: Utah Department of Transportation