Bluff Town Council Work Session DRAFT Minutes
October 14, 2025
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@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 was in person and virtual.

4:05pm Meeting Called to Order & Roll Call: Mayor Ann K. Leppanen, Luanne Hook, Jennifer Davila, Linda Sosa, Britt Hornsby (4:19pm) & Erin Nelson, Town Manager.

1. **Review and Discuss Draft Ordinances (recreational vehicles, renewable energy, cemetery) and Policy and Procedures Revisions:** Recreational Vehicle Ordinance & Renewable Energy Ordinance's are still with Attorney, Chris McAnany – tabled for later discussion. Cemetery Ordinance discussion & edits included: direction of graves; size of lots; 'local mortuary' clause; Grave Opening timing ('as soon as possible' or currently written 48 hours); Double Burials; Cremation Plots; Grave identification and barriers to markers, height restrictions; Conduct and Access (specifically animals); Burial Rights; differential pricing & transferability, abandonment and notification. Public Hearing for the three ordinances listed here as well as Jake Brake Ordinance and Idling Vehicle Ordinance on October 28 @ 5:00pm at Bluff Community Center.

2. **Review and Discuss Amended General Plan Draft:** General Plan review by Hansen Group, update/edits completed by Erin Nelson, Town Manager and Planning and Zoning Commission, specifically Amanda Podmore, Chair. Review of update includes requirements from the Legislature and updating language to fit Bluff's current state. Discussion: Future Zoning Map (not changing any current zones); Enforcement; Water section needs additional review. Included in Public Hearing on October 28 @ 5:00pm.

3. **Updates on Strategic Planning Tasks:** Hook: Active Transportation Committee is meeting and working on their Strategic Planning Tasks. Hornsby: Meeting soon with Leppanen for Sole-Source Aquifer application, Wood Bank is currently serving as an overflow/emergency basis for Herbert Stash, who can use additional help. Talia Hansen, SJC Economic Development is working to acquire funding for the Youth Corp to supply a wood splitter and chaps. Sosa: Currently going through files to remove GRAMA 'expired' documents and remove any irrelevant documents. Davila: Playground Update coming soon (Special Meeting), Cooperative Cultural Center is waiting for Construction Documents with a $1,950 increase in cost. Leppanen: Multiple ordinances in progress and Succession Planning paperwork/documents will continue propelling Strategic Plan goals. Nelson: Succession

Planning Documents hit Section 1 of Strategic Plan (Organizational Development) which includes Standard Operating Procedures, Job Descriptions and Department Head development, Organizational Chart, Emergency Prep and Health.

4. **Report on Utah League of Cities and Towns Annual Conference (Leppanen/Sosa/Collins):** Collins: attended 2 days of Conference and 1 day of Conflict Competence 101. Collins attended a Housing Authority workshop, ADA Website update (required for municipalities by 4/2027). Enjoyed the Conflict Competence course and encouraged attendance by multiple agencies and council members in the future. This can help create a common language for conflict. Sosa: repeat attendee and has seen an increase of rural municipal attendance and workshops specifically for rural communities. Leppanen: Agrees that next Council should attend Annual (October 2026) or half year conference (April 2026). Positive networking with vendors, board and other municipalities. Bluff has two voting seats which help guide ULCT legislative stance and policy creation, encourage adding this role to the 2026 Council.

5. **Other/Adjourn (5:36pm):** Hornsby motions to adjourn, Davila seconded, Leppanen, Sosa, Hook, Hornsby and Davlia voted in favor.

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