

Bluff Town Council Regular Meeting **DRAFT** Minutes  
Tuesday, April 21, 2026, at 4:00 pm MDT

**In Person**

Bluff Community Center Building  
190 N 3rd E Street, Bluff, UT 84512

**Virtual Meeting**

via Zoom: <https://zoom.us/j/92499673928>  
via Phone: 7193594580, 92499673928#

4:00pm Meeting Called to Order and Roll Call

Town Council: Mayor Josh Ewing, Jennifer Davila, Gary Haws (excused absence), Britt Hornsby (excused absence), Spencer Wade

Staff: Erin Nelson, Malia Collins

**Public Comment Period(4:01pm):** Ann Leppanen thanked the Council for the amazing work they are doing, specifically the playground and fire agreement. 2 questions today: 1. Status of the disconnect? Last mention was March 10. 2. Cooperative Cultural Center – rumor of a new name, request for a public meeting in which the community can have input before a name is bestowed on the building. CCC was a temporary name with discussion of public input when completed. Bluff is a community that honors and respects people & diversity. Although there is no longer a partner, the community and Leppanen expected a community discussion and public decision prior to a new name being decided.

Ewing responded that the new name, Bluff Rural Innovation & Civic Center (BRICC) has been used as another temporary name for fund raising purposes. Ewing agrees that a better name can be decided upon completion. Jim Sayers – apologizing for his previous flawed presentation regarding the boundary adjustment. By supplying the 2024 survey, instead of the 2025 survey. He accepts all responsibility for the confusion and much thanks to Erin for helping him through it.

[Approval of Meeting Minutes from April 7, 2026, Regular Town Council Meeting](#)

[Approval of Meeting Minutes from April 7, 2026, Amended FY26 Budget Public Hearing](#)

[Approval of Meeting Minutes from April 7, 2026, Amended Master Fee Schedule Public Hearing](#)

[Approval of Meeting Minutes from April 9, 2026, Town Council Special Meeting](#)

[Approval of Meeting Minutes from April 14, 2026, Town Council Work Session](#)

Ewing calls for a vote to approve 5 sets of meeting minutes, Wade, Davila and Ewing voted in favor. Motion passes unanimously.

[Unfinished Business](#)

**1. Discussion and Vote on Resolution #100 to Adopt an Amended FY2026 Budget(4:08pm):** Nelson shared the draft amended budget and resolution #100. Budget reflects the invoices that have been received since the last meeting. Asbestos update from Collins that there are two layers of tile and ceiling in some places, additional \$10,000 added to the budget to cover the change. Nelson also has added additional funds for Fire Suppression System with hopes we will have enough runway to spend the current grant funds. General fund has ~\$56,000 rolling over into next Fiscal Year. Received \$4,200 from EPA for close-out costs, going toward Collins' Project Manager salary, will notice the Administrative Director Salary adjustment FY2026. Resolution required for budget amendments, resolution #100 for FY2026. Public comment period ended Friday at 5:00pm with no additional mail, emails or comments. Ewing calls for a vote: Wade: aye, Davila: aye, Ewing: aye. Motion passes unanimously.

**2. Discussion and Vote on Resolution #101 to Adopt an Amended Master Fee Schedule (4:18pm):** One last minute recommendation for changes from Town Staff to add off-site rental fee for the Anchor Sound System at \$50.00/day. Business Owners of Bluff purchased sound system, to ensure it doesn't 'walk away',

discussion of deposit requirement for rental, covered by the 'lost or damaged equipment fee'. Recommendation for Collins to create a separate contract for off-site rentals to include stipulations for renting chairs and sound system. Ewing calls for a vote of the Amended Master Fee Schedule: Wade: aye, Davila: aye, Ewing: aye. Motion passes unanimously.

3. Discussion and Vote on Resolution #102 to Approve Plot Line Adjustment for James Sayers, correcting previous metes and bounds descriptions as presented in Resolution #98 on March 17, 2026 (4:24pm): Sayers contacted Nelson last week stating that nothing has been recorded at the County level. Attached in resolution, two surveys were attached, Podmore property allegedly to be transferred to Sayers, resulting in second survey, conducted July 2025. Surveys showed different amounts to be transferred from Podmores to Sayers. The Podmores will be selling 0.45 acres to Sayers, therefore resolution #98 has incorrect acreage. Resolution #102 rescind and replace Resolution #98 and rewritten to show the resulting parcel of 0.55 acres. Sayers and Zak Podmore have reviewed the surveys and descriptions and do not see any discrepancies. Ewing calls for a roll call vote to approve Resolution #102: Wade: aye, Davila: aye, Ewing: aye, motion passes unanimously.

4. Progress report on disconnection of 5310 acres of Land from the Town of Bluff (4:28pm): Nelson updated: the initially submitted request for disconnection, which included the survey describing the meets and bounds, provided by SITLA through Brad Bunker was incorrect. The agreement is that Town of Bluff will retain 6 ft N of Bluff Bench Road, to ensure Bluff can maintain the road. When that language was attempted to be placed in meets and bounds there was a discrepancy in the total acreage. Nelson pointed this out to a SITLA representative at signature so when it made its way to the State Surveyors Office the discrepancy was identified. SITLA completed the paperwork in-house and the acreage has been recalculated, sharing the descriptions and maps with Nelson. Currently awaiting Nelsons final approval and will then to go to Lieutenant Governor's Office for final signature, should be completed by the end of April. Timeline coincides with the Roads Manifest submission by the end of April. Many thanks for all survey work completed. Final disconnection of 5,310.07 acres.

#### New Business

5. Report from Bluff Cemetery Board regarding current work, recommendations, administrative forms, and request to purchase markers for unknown burials (Harmon, Hiserodt) (4:34pm): Harmon and Hiserodt thank Council for allowing them to be here. Reminder that all Cemetery Board meetings are open to the public and posted on town website, board can be contacted via: [cemetery@townfobluffutah.gov](mailto:cemetery@townfobluffutah.gov)

#### Updates:

- Ongoing conversation with Southwest Heritage Foundation regarding property boundaries and acquisition of the new section, which is west of the current Bluff Cemetery, extending toward the Eastern trail of the Great House.
- Current plots are too close, without space between plots. While some are occupied, others are unavailable for other reasons, new plot scheme will be designed to ensure proper usage of the new section.
- Unknown Burial's Ceremony and a clean-up effort proposed, once the new section is transferred from Southwest Heritage Foundation.
- Ordering Memorial Bricks to be set in place for the 18 unknown persons buried.
- Bedrock depths evaluated by Mary Gillam, who feels the depths will be suitable. If not, caveats will be included on cemetery forms, in the occasion that issues arise. GPR did not find any bedrock or burials in 'new' section. Hiserodt requests Council share Mary for her time and expertise walking the area.
- Revised forms, total 5. Plot Request & Payment Form, Transfer of Right of Burial Form, Cemetery Internment Form, Requested Right of Burial Relocation Form, Certificate of Burial

- All information gathered in these forms are recommended from State Historic Preservation Office (SHPO) and seen across the board, acknowledging that additional information may be requested. Will be fillable and filed physically and electronically.

Reviewed map outlining 'old'/current cemetery, where current Bluff burials are occurring, N of Cemetery Road. 'New' Cemetery is west of the Bluff Cemetery, extending toward the trail East of the Great House. By receiving additional space, Cemetery Board will have the opportunity to design the area. Southwest Heritage plans to transfer land that will result in a rectangular parcel.

Many thanks to the Cemetery Board and Ann Leppanen's continued work. Memorial Bricks are being recommended by the advisory board, engravable flat profile bricks with 'unknown' engraved, quantity of 18 at \$39 each for \$702 including shipping. Council stated they are comfortable with the purchase. Discussion about a ceremony held while the unknown burials are honored and bricks are placed, more information to come. May be on the same day as the clean-up day.

Harmon spoke on discovery of remains included on the Cemetery Plot Request form, 'if a plot is unusable due to current occupant, bedrock or another reason, the plot will be reassigned or refunded'. State Historic Preservation Office states this does happen and the language being used is standard. Many thanks to the Cemetery Board and Chair Harmon for their work. Next meeting: May 8, 2026 at 10:00am.

6. Report out on April 13th Utah League of Cities and Towns event in Monticello (4:54pm): Hadenfeldt, Collins, Nelson, Haws and Ewing attended the training in Monticello. Noticed the meeting in case a quorum attended of Commission or Council, was not the case. Networking event with ULCT and SERDA with an overview of Powers & Duties books, discussion of Truth in Taxation. Many thanks to all who attended and hosted the event.

#### 7. Other / Adjourn (4:57pm):

Budget Open House, 'Your Town Budget at Work' – a chance for the public to see the budget and discuss the potential changes/priorities. Formal public hearings will also occur. Hosted the third week of May, potentially May 19 after regular meeting or the following day, May 20. Format to open the meeting with a presentation and a few breakouts with specific information of Fire/Emergency Services & CCC building, etc.

April 29 at 12:00pm – Truth in Taxation Webinar hosted by ULCT

Nelson prepared the resolutions for Hornsby to sign since Ewing is out of town. Inquired of how long they can wait without signature. Ewing is comfortable waiting until Monday, but Hornsby also has approval to sign if urgency. Therefore, Resolutions approved tonight will not be on the website until next week.

Meeting adjourned at 5:03pm.

For requests to receive emails/meeting invitations, email [office@townofbluffutah.gov](mailto:office@townofbluffutah.gov)

Minute Taker: Malia Collins

Draft Minutes Published: 4/27/2026