

Bluff Town Council Regular Meeting Approved Minutes

Tuesday, June 16, 2026, at 4:00 pm MDT

4:00pm Meeting Called to Order and Roll Call

Town Council: Mayor Josh Ewing, Jennifer Davila, Gary Haws, Britt Hornsby, Spencer Wade

Staff: Erin Nelson, Malia Collins

Public Comment Period: None.

Approval of Meeting Minutes of June 2, 2026 Town Council Regular Meeting: Nelson had multiple format and verbiage changes due to tax record requirements, reviewed in real time.

Approval of Meeting Minutes of June 2, 2026 Budget Public Hearing: Nelson had multiple format and verbiage changes due to tax record requirements, reviewed in real time. Clarification of Kate Aitchison's comment referencing the Fire Event held June 1.

Approval of Meeting Minutes of June 9, 2026 Town Council Work Session: Ewing corrected the Community Promotion amount from \$15,000 to \$5,000 to \$15,000 to \$10,000.

Ewing called to approve three sets of minutes with edits, Davila, Hornby, Wade, Haws and Ewing voted in favor, minutes approved.

Unfinished Business

1. Discussion and Vote to Approve Resolution to Adopt the Final Certified Tax Rate of 0.000531 for Town of Bluff for Fiscal Year 2027, Tax Year 2026 (4:10pm): This procedure must be completed every year via Resolution to share with the Utah Tax Commission. Based on the conversation from last week, this tax rate does not include the previously proposed tax increase, with a decrease from last year's rate: 0.000543 to 0.000531. This is because the property values in Bluff have gone up and Town only receives a set amount/year. No Council discussion.

Ewing called for a Roll Call Vote to approve Resolution #105 to Adopt the Final Certified Tax Rate of 0.00531 for Town of Bluff Fiscal Year 2027: Haws: yes, Wade: yes, Ewing: no, Davila: yes, Hornsby: yes. Motion passes 4-1.

2. Discussion and Vote to Approve Resolution to Adopt the Final Town of Bluff Budget for Fiscal Year 2026-2027 (4:13pm): Changes from June 9 Work Session incorporated into this budget. Other changes called out: FY27 Airport Maintenance budget increased to \$450 for mowing or small equipment purchases, covered by the Maintenance Position; Increased quotation for insurance; Public Safety: 'EMS Supplies' (fundraiser carry-over), 'Emergency Support, Supplies and Equipment' (Town contribution to support Fire & EMS). Business Promotion: 'Business and Community Promotion Expenses', includes the funds to BOB but also encompasses other promotions. Miscellaneous: 'Mosquito Abatement' and 'Noxious Weed' have moved from Administrative to Miscellaneous. Budgeting for Capital Expenses in Capital Funds as opposed to moving them in and out of General Funds. This will make it easy to see what funds are available in the Capital Project Budget and will roll over annually.

Ewing calls for a roll call vote to approve Resolution #106 to Adopt the Final Town Bluff Budget for Fiscal Year 2026-2027: Haws: yes, Wade: yes, Ewing: yes, Davila: yes, Hornsby: yes. Motion passes unanimously.

3. Discussion and Vote to Approve Resolution to Purchase 1.84 acres of Land from Southwest Heritage Foundation for the Bluff Cemetery Grounds (4:20pm): Initially hoped the formal contract and deeds would be returned by this meeting. Since they have not come through legal counsel, this resolution allows Mayor Ewing to execute the Contract assuming nothing major comes up. Council also has the option to

schedule a Special Meeting later this month to complete prior to the end of FY26 (June) to ensure it will count as a match to the Cemetery Grant. Nelson has worked with Southwest Heritage Foundation and they are comfortable with the land survey produced by Brad Bunker.

Ewing calls for a roll call vote to approve Resolution #107 to Purchase 1.84 acres of Land from Southwest Heritage Foundation for the Bluff Cemetery Grounds for \$10,00.00 : Haws: yes, Wade: yes, Ewing: yes, Davila: yes, Hornsby: yes., Motion passes unanimously.

New Business

4. Discussion and Vote to Approve Resolution Approving Lot Line Adjustment to Combine Bluff Cemetery Lands into One Parcel (4:23pm): With approval of Resolution #107 to Purchase 1.84 acres of land from Southwest Heritage Foundation for the Bluff Cemetery Grounds, this resolution authorizes a simple plot line (a.k.a. "boundary line") adjustment after the land purchase to ensure all town-owned cemetery land is recorded as one parcel. Ewing calls for a roll call vote to adopt Resolution #108 Approving the Simple Plot Line Adjustment to Combine Bluff Cemetery Lands into One Parcel: Haws: yes, Wade: yes, Ewing: yes, Davila: yes, Hornsby: yes. Motion passes unanimously.

Reminders / Other

5. Notice of Opening Positions for Minute/Notetaker W-2 Employee and 1099 Contractor RFP for Maintenance Services (4:24pm): With the budget passed this meeting, two open positions to announce: Notetaker & ADA-Compliance. Part time, W-2 employee. Hiring will look like previous hiring procedures in which Nelson and two Council members will interview then recommend someone to Council for final decision. Suggestion to open the position to hybrid to allow for flexibility with a preference for Bluff Resident. Ewing seeks Council volunteer to serve on hiring committee, Ewing will serve on hiring of Emergency Services hiring committee when the time comes. Wade and Davila will serve on hiring committee.

Request for Qualifications/Proposals for General Maintenance Services. The town seeks to enter a year-long agreement for services with an independent/1099 contractor , requiring all liability and worker's comp insurance and licensure for specific projects to be held by individual with the caveat to hire other individuals/businesses if the 1099 contractor does not have the licensure required for specific projects. Nelson noted that the services pertaining to cemetery interment could be a cultural issue, and recommended adding language encouraging applicants to apply and offering flexibility on scope. Nelson has drafted specific forms for applicants to complete: option for alternative pay proposals aside from hourly, tools and equipment inventory & equipment requested from Town to fulfil scope of services, drafted contract, etc. Applications are due by July 10th.

The town also has active requests for proposals for Legal Services and Accounting Audit Services.

6. Other (4:35pm): None.

Adjourned at 4:35pm.

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

Minute Taker: Malia Collins

Draft Minutes Published: June 18, 2026

Approved Minutes Published: July 9, 2026