

Bluff Town Council Meeting
July 7, 2020
Bluff Community Center at 6:00 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 6:00 p.m. at the Bluff Community Center. 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. This meeting was held electronically.

Minutes

The meeting started at 6:01 p.m.

Roll Call Mayor Ann K. Leppanen, Luanne Hook, Jim Sayers, Linda Sosa, Brant Murray

Approval of Bluff Town Council Work Session Minutes of June 16, 2020

Murray motioned to approve, Sayers seconded, and Leppanen, Sayers, Hook, Murray and Sosa voted in favor.

Approval of Bluff Town Council Budget Hearing of June 16, 2020

Murray motioned to approve, Sayers seconded, and Leppanen, Sayers, Hook, Murray and Sosa voted in favor.

Approval of Bluff Town Council Meeting Minutes of June 16, 2020

Murray motioned to approve with a language clarification, Hook seconded, and Leppanen, Sayers, Hook, Murray and Sosa voted in favor.

Approval of Bluff Town Council Emergency Meeting Minutes of June 22, 2020

Sayers motioned to approve, Hook seconded, and Leppanen, Sayers, Hook and Sosa voted in favor while Murray abstained.

Approval of Bluff Town Council Meeting and Budget Hearing Minutes of June 30, 2020

Sayers motioned to approve, Hook seconded, and Leppanen, Sayers, Hook and Sosa voted in favor while Murray abstained.

Approval of Bluff Town Council Emergency Meeting Minutes of July 1, 2020

Sayers motioned to approve, Sosa seconded, and Leppanen, Sayers, and Sosa voted in favor while Murray and Hook abstained.

Leppanen made a couple of public service announcements:

Our census numbers are very low, 24% to 25% response. She stressed the importance of getting the word out to respond because it is how we are counted for representation and how we get funding. The Mexican Hat bridge replacement project has started.

Unfinished Business

1. Fraud Risk Assessment Update (Leppanen) 17. Discussion on Development of Hotline for Fraud, Internal Audit Function and Internal Audit Committee (Leppanen)

Leppanen submitted this assessment June 30th, the end of the fiscal year. The instructions were unclear and it is due the end of the calendar year. Jeremy Walker at the State noted several other entities also submitted early. Sayers is working on setting up a fraud hotline with our office phone. It was decided to move these topics to a work session since more time for discussion is needed.

2. Discussion of Coronavirus Relief Funds and Permitted Uses (All)

Leppanen received another update about acceptable uses for these funds. We have received \$7,100+ with the possibility of one or two more distributions. It was decided to move it to a work session. Sayers suggested finding ways to boost the Wi-Fi at the CC and library to help people

needing a hot spot. Hook suggested signage and stickers around town, an idea Diana Davidson has been working on and a defibrillator at the CC.

3. BSA "Loan" from Utah Division of Water Quality (Leppanen)

Leppanen will continue to try to contact this entity about the 18 million dollar loan to the BSA that never happened but is on their books. She will put it on next week's agenda.

4. Update on Meeting with Utah Department of Transportation on June 29, 2020 (Leppanen)

Leppanen and Michael Haviken met via video conferencing with Jared Beard and other UDOT planners and head of operations. Tim and Nancy Swanson also attended, Murray was out of town. Discussed were pedestrian issues, including flexible delineators and longer sidewalks at the bridge and the Town keeping the bridge clean. There may be funding and grants available from the Safe Routes to School group. UDOT is not convinced that the area around the school needs to be a slower speed. UDOT has specific criteria they must follow and a certain number of students and adults have to use the bridge at certain times for a lower speed limit to be considered. The cost of flashing, electrical lights at both Town entrances will be \$5000 to the Town but there may be grant money. The group will have another remote meeting August 17th or 18th. Leppanen talked with Amber Johnson of the BLM about a turn lane at the entrance to Sand Island. Hook remarked there was an accident there recently and it is a dangerous intersection. Johnson has been working with UDOT on this project for the last three years and funding is needed. Leppanen will write a draft letter of support to UDOT. UDOT is willing to help and work together with Bluff but it is bound by many regulations.

5. Discussion and Vote on a Contract with Helgerson Management to Mow/Maintain Bluff's Parks and Such (All)

The Council agreed mowing and maintaining the two parks, bridge, bar well property, and airport is important. Steve Helgerson is interested and the Council discussed the merits of a set schedule vs an as needed contract, which the Council favored. Leppanen will write a draft contract for our next meeting. The Town is required to keep the bridge tidy and is interested in sidewalks on both sides of the bridge. Leppanen said Tim Swanson suggested a public meeting to keep the town informed about safety issues and get feedback and ideas.

6. Status of Bluff Service Area Dissolution (Leppanen)

This is moving forward; John David Nielson has reassured the BSA that their dissolution will be on the November ballot but is unclear about details like the status of the signature list. The BSA's lawyer is working on the wording for the ballot. Leppanen will attend tomorrow's BSA meeting and Sosa will attend BWW.

7. Status of Purchase of Bluff's Old Elementary School (Sayers)

Sayers has not received any updates about the sale of the school. Hook said the last we heard, the school board was negotiating with someone but it still might be possible for the Town to get it. Murray reminded that his motion included a 120-day period to secure financing and felt we should keep working on it. Sayers will create a couple of questions for a town Survey Monkey to gauge town interest. Leppanen suggested submitting the questions to our lawyer.

8. Updates on San Juan County COVID-19 Task Force, the Bluff Local Task Force, the Business Owners of Bluff, San Juan County Commission Meeting (Leppanen/Sosa)

Leppanen reminded that the County Task Force decided not to meet again until there is a need and was frustrated by the vagueness of the word need, since cases continue to increase and the exchange of information is important. The Governor has authorized the use of face masks in state facilities. BAMA is getting funds to Chapter Houses and ordering AEDs for them also. BOB is working on putting information packages together, including a decal/poster designed by Diana Davidson for businesses about masking in public. Amanda Podmore spoke out against the BLM leasing oil and gas land at this time and two of the Commissioners voted it down. In addition to the work on the Mexican Hat bridge, UDOT is taking bids on repair of the Recapture bridge and McElmo bridge

9. Bluff Community Center Public Use, Cleaning and Maintenance (All)

Sayers and Murray believed it is not the time to open the CC with cases still on the rise and the fact it is a closed space. Hook felt it should be carefully open to classes. Sosa stated it was too soon, the issue is not cleaning but if a class member came down with the virus the whole class would need to

self-quarantine and it would affect their families. Murray motioned to revisit on a month by month basis and discuss again in August, Sosa seconded and Leppanen, Murray, Sayers, and Sosa voted in favor, Hook voted no. Murray suggested looking into using the CARES funds for outdoor equipment.

10. Updates on CDBG 2020 Grant and Water Right Extension for 09-1853

Leppanen explained the grant is completed except for the audit, which could take place between one and three years. All the information needed for the audit is held in a binder that she will put in the town office. She checked with the State on the status of the water right extension and it should be approved in September.

New Business

11. Discussion of Animal Ordinance (Hook)

Hook explained that P&Z is working on an animal ordinance that deals with logistics, such as number of animals people can have in town and how they are housed. Her concern is the noise nuisance barking dogs create. Leppanen suggested this is a complicated issue. Sosa added we need to work with our neighbors. Hook will look at San Juan County ordinances and write a draft tailored to Bluff.

12. Discussion of a Request to San Juan Public Health for Mask Wearing and Resolution in Support of Encouraging Masks (Leppanen)

BOB has asked the town for support in wearing face coverings in town. Murray motioned to write a letter to the Governor asking his support of wearing face masks in public, Hook seconded and Leppanen, Hook, Sayers, Murray and Sosa voted in favor.

13. Financial Report (Sosa)

The June bank reconciliation is finished and sent to Council members. Current bills are:

Sunrise - \$19,775.00

Frontier - \$67.72

Rocky Mtn Power - \$247.16

Carol Shook - \$184.00

Pat Bellison - \$51.26

Denny Bellison - \$51.26

P&Z stipends - \$150.00

[5@\\$30.00](#)

River Canyon - \$80.99

Helgerson Property Management - \$35.00

Murray motioned to approve the bills, Hook seconded and Leppanen, Hook, Sayers, Murray and Sosa voted in favor.

14. Agreement with UDOT Re: Use of Rights of Way by Town and Proposed Ordinance (Leppanen)

Leppanen explain years ago UDOT and the BSA signed a right of way agreement and UDOT needs a new agreement with the Town. Leppanen will work with them. Murray motioned to approve, Hook seconded and Leppanen, Hook, Murray, Sayers and Sosa voted in favor.

15. Summary of June 19 Meeting with Mack McDonald, San Juan County Administrator (Leppanen)

Leppanen stated this was very productive and included working on the contract for the lease of the Senior Center, with its transfer from the BSA to the Town, a clause where either party can opt out of the lease, and utility payments. The rent will stay the same. McDonald will draft the contract. Leppanen updated McDonald on the dissolution of the BSA and Bluff's concerns about not being included by SITLA in the project for a waterline and three troughs on the Bluff Bench. She also brought up archeology concerns for that area. McDonald will forward the SITLA website to track public notices.

16. Memorandum of Understanding with the BLM for a Travel Management Plan (TMP) in the Bears Ears National Monument (Leppanen)

Amber Johnson explained to Leppanen if we vote to be part of this it gives us a seat at the table and the opportunity to weigh in on roads, travel, etc. Murray voted to approve the MOU, Sayers seconded and Leppanen, Murray, Sayers, Hook, and Sosa voted in favor.

17. Discussion on Development of Hotline for Fraud, Internal Audit Function and Internal Audit Committee (Leppanen)

Covered earlier.

18. Discussion of Turn Lane at Sand Island and Vote on Letter of Support of BLM to UDOT (Leppanen)

Murray motioned to write this letter of support for this dangerous intersection, Sayers seconded and Leppanen, Sosa, Hook, Murray and Sayers voted in favor.

19. Updates on Planning and Zoning, Water, Roads

Tomorrow's BWW meeting is at the Desert Rose. Hook reported on P&Z's work on the land use clearance, approval of a new house at Copper Cliffs, and a possible ordinance for trucks idling in town. Roads has been covered.

20. Update of Status of 2020 and 2021 Budgets (Leppanen)

Leppanen will keep the Council updated. If we get additional CARES revenue the budget will probably need to be revised in the Fall.

21. Other

Leppanen and Sosa will work on a census reminder with a link for an email blast. Leppanen will check into getting reminders into the Library.

The Work Session will be Monday the 13th at 10:30 a.m. with a break for lunch at 12:00p.m., then resuming at 1:30 if needed.

Sayers motioned to adjourn at 7:43 p.m., Murray seconded and Leppanen, Murray, Sayers, Hook and Sosa voted in favor.

Linda Sosa Recording Officer

This meeting was held electronically in order to follow the social distancing guidelines given by state and local authorities. The public was able to connect and participate electronically.