

Bluff Town Council Regular Meeting Minutes

September 6, 2024

Bluff Community Center at 10:00 a.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@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 Notic Website.

This meeting was held virtually and in person.

The meeting was called to order at 10:04 a.m.

Roll Call

Mayor Ann K. Leppanen, Luanne Hook, Jennifer Davila, Linda Sosa, Brit Hornsby (Excused Absence)

Town Manager Erin Nelson

Notetaker Melanie Daniels

Approval of Bluff Town Council Meeting Minutes of August 6, 2024

Council Member Sosa clarified language around the received bids. Council Member Davila moved to accept the minutes with amendments and Council Member Sosa seconded. There was no discussion and Council Members Leppanen, Hook, Davila and Sosa voted in favor. The motion passed unanimously.

Public Comment

There were no public comments made at this meeting.

Unfinished Business:

1. Discussion and Vote on Changing Banks and Review of Procedures

Mayor Leppanen presented a series of significant issues that have occurred while banking at Zion's bank since incorporation. The Mayor brought up a check mistakenly deposited, by an employee of Zion's, into the Utah Diné Bikéyah and Town of Bluff joint checking account instead of into the Utah Diné Bikéyah's Checking Account. Although the Manager of the branch worked to rectify the situation, it still shows on the Town's account as a deposit. Further, there were issues with the wrong people given signatory permissions when the two new Council Members were added to the account. Lastly, the Council Members discussed the recent difficulties faced by the Council Members attending the Utah League of Cities and Towns Conference in Salt Lake City, when Zion's bank refused to pay charges to the credit card for room accommodations. There was no remedy by the bank and the Council Members had to salvage the trip themselves. The Council Discussed the benefits to researching other options for the Town and ultimately agreed to allow Town Manager Nelson to explore the matter to be discussed at a future meeting.

2. Discussion and Vote on Modular building Updates at the Cooperative Culture Center

Project Manager Malia Collins gave the Council a breakdown of all the proposed updates to the modular building at the Cooperative Culture Center and preliminary quotes for that work. The Project Manager estimates that both entities, Town of Bluff and Utah Diné Bikéyah, will need to contribute approximately \$3,000.00 each for updates to the flooring and for PTAC units in the Modular building. The Project Manager has not been able to secure an estimate for the electrical work and informed the Council that there would need to be electrical capacity updates to accommodate the PTAC units. The Council discussed the longevity of the building, possible future uses and realities of moving forward with the updates. Council Member Davila asked if the costs would be from the Town of Bluff and Utah Diné Bikéyah joint accounts, and Mayor Leppanen

confirmed. The Council decided to move forward with the renovation to the floor and installation of the PTAC units. Council Member Davila motioned to move forward with the PTAC and flooring in the Modular at the CCC and Council Member Sosa seconded. There was no discussion on the motion and Council Members Sosa, Hook, Leppanen, and Davila voted in favor. The motion passed unanimously.

3. Discussion of Firewood Storage at the Cooperative Culture Center

Mayor Leppanen reported to the Council that Jordan from the BLM confirmed that they have chosen the Cooperative Culture Center as a distribution center for their firewood program. Collaboration is mostly handled by Council Member Hornsby, and upon his return he will continue to be the point of contact on this project, however, the project would like to start as soon as possible. The drop-off system is still being determined and the suggestion is switching to a combination lock to allow more flexible access, while retaining security of the grounds. The Council agreed to trial the combination lock and if successful expressed the possible need for an additional gate on the grounds.

New Business:

4. Announcement of Emergency Services Breakfast and Request for Volunteers

Town Manager Nelson announced the annual fund-raising breakfast for emergency volunteers hosted in collaboration with town business will be held Saturday, September 21, 2024, 8:00 to 10:00 a.m. Mayor Leppanen worked with the rest of the Council to determine the roles and duties of the Council Members able to attend, as she may not be able to. For those interested in volunteering please contact one of the Council Members and that information can be passed along.

5. Discussion of County Emergency Procedures and Protocol

Town Manager Nelson has been working with Tammy Gallegos from the county on the standard operating procedures for the newly established chain of command for emergency procedures. Town Manger Nelson is currently listed as the Town's Emergency Manager and asked the Council if they felt someone else would be more appropriate in that role, as they would be responsible for the newly established emergency procedures. Mayor Leppanen reaffirmed the importance of following the newly established chain of command, as it will determine how compensation for emergency responses will be handled. Council Member Hook asked about clarification on who would be next person responsible for Emergency Management if Town Manager Nelson is unavailable. There was discussion on resources that would map out the chain of command for the Town and contact information that could be posted for the public's use. Further discussion on this matter will be moved to the Council's next work session.

6. Other/Adjourn

There was no other business discussed.

Council Member Davila motioned to adjourn, and Council Member Sosa seconded. There was no discussion on the motion and Council Members Leppanen, Hook, Sosa, and Davila all voted in favor. The motion passed unanimously.

The meeting adjourned at 10:45 a.m.