

Interlaken Town Council Regular Meeting Minutes
Tuesday, 05 December 2023, 6:35 PM – 7:22 PM
Meeting Conducted Remotely with Zoom Video Conferencing Software

Zoom Meeting ID: 516 337 9977

Password: 84049

Zoom Meeting Link

<https://us02web.zoom.us/j/5163379977?pwd=QlJNT3loV3J4Nm83TFJlOEdGVVU1dz09>

1. Call to Order – Mayor Harrigan called the meeting to order at 6:35 pm.

2. Roll Call

Greg Harrigan, Mayor

Justin Hibbard, Council Member

Chuck O’Nan, Council Member

Sue O’Nan, Council Member

Erin Merryweather, Council Member candidate

3. Presentations: None

4. Public Comment:

Tasha Lingos – Tasha volunteered to help with dumpster oversight.

5. Consent Agenda: None

6. Approval of Agenda or Changes

Motion: Council Member Sue O’Nan moved to approve the proposed agenda.

Second: Council Member Chuck O’Nan seconded the motion.

Discussion: no discussion.

Vote: The motion was approved with the Council Members unanimously voting Aye.

7. Approval of 11/06/2023 Council Regular Meeting Minutes

Motion: Council Member Sue O’Nan moved to approve the 11/06/23 town council minutes as presented.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion.

Vote: The motion was approved with the Council Members unanimously voting Aye.

8. Council Membership Vacancy Appointment – Motion to Approve

The town satisfied the state requirement for public noticing and received one applicant for the town council seat vacated by Chuck Cullom. We feel very fortunate that Erin Merryweather has volunteered to fill this vacancy.

Motion to approve the appointment of Erin to the town council:

Motion: Council Member Hibbard moved to approve the appointment of Erin Merryweather to the vacated town council position, starting service immediately and through December 2025.

Second: Council Member Sue O’Nan seconded the motion.

Discussion: no discussion.

Vote: The motion was approved with the Council Members unanimously voting Aye

9. Town Council 2024 Meeting Schedule – Motion to Approve

Bart Smith proposed the following schedule for the 2024 town council meetings:

Interlaken 2024 Town Council Meeting Schedule		
Meeting Date	Day of Week	Meeting Time
9-Jan-24	Tue	6:30 PM
6-Feb-24	Tue	6:30 PM
5-Mar-24	Tue	6:30 PM
2-Apr-24	Tue	6:30 PM
7-May-24	Tue	6:30 PM
4-Jun-24	Tue	6:30 PM
2-Jul-24	Tue	6:30 PM
6-Aug-24	Tue	6:30 PM
3-Sep-24	Tue	6:30 PM
1-Oct-24	Tue	6:30 PM
5-Nov-24	Tue	6:30 PM
3-Dec-24	Tue	6:30 PM

Motion: Council Member Sue O’Nan moved to approve the 2024 town council meeting schedule as proposed.

Second: Council Member Merryweather seconded the motion.

Discussion: no discussion.

Vote: The motion was approved with the Council Members unanimously voting Aye.

10. Financial Matters – Current Revenue & Expense Reporting, AUP Reporting

Smith presented revenue and expense reports for the month of November 2023 and the fiscal year to date (July-November 2023). See the attached documents. Here are the main points of interest regarding these reports.

Note line 5 – Annual Wasatch County Tax Assessment revenue. To date the total revenue collected is \$957 compared to the budgeted amount of \$187,000. Smith pointed out that the vast majority of tax revenue collected by the county appears in our books in December of the fiscal year. For example, last fiscal year’s tax revenue collection schedule looked like this:

Wasatch County Tax Revenue FY2023		
Month	Year	Revenue
July	2022	\$321
August	2022	\$2,756
September	2022	\$813
October	2022	\$181
November	2022	\$414
December	2022	\$88,354
January	2023	\$19,247
February	2023	\$3,413
March	2023	\$2,317
April	2023	\$49
May	2023	\$2,578
June	2023	\$2,464
TOTAL		\$122,907

Considering this history, there is no concern about achieving the budgeted tax revenue for FY2024.

Note lines 169-173 - building permit revenue. Total revenue collected to date is very close to the fiscal year budgeted number - \$36,048 vs. \$37,560. This is indicative of the increase in permit activity reported this summer and fall. Most of this revenue is held as deposits against road damage and project completion.

Note line 58b – Brush Removal and Fire Mitigation expense. This year saw a large increase in the annual brush removal expense due to increased damage to trees in town from the large snowfalls last winter. The town also engaged Visentin Tree Service to remove overhanging tree limbs and brush in the town’s road right of way. This was a much-needed service and likely won’t be required again for a few years. The total spent to date was significantly over budget - \$26,200 spent vs. \$12,000 budgeted.

Here is a summary of how that money was spent:

Line 58b: Brush Removal and Fire Mitigation Expenses 7/1/23-11/1/23			
Date	Payee	Amount	Description
7/19/23	Brother B.	\$ 6,800	Roadside brush clearing
10/23/23	Brother B.	\$ 7,400	Brush pickup from lots
10/31/23	Visentin Tree Service	\$ 12,000	Right of way tree and brush trimming
TOTAL to date		\$ 26,200	

Note line 123g – Pump Replacements, Telemetry System, Meter Upgrades expense. The bulk of this expense, \$38,964, was spent towards completion of the Sensus Analytics FlexNet upgrade to our water metering system. This project has been underway for over 6 years and is finally nearing completion, providing radio access to individual water meters for remote reads, leak detection and other system parameters.

Given the aforementioned numbers, the town appears to be on track for to meet the overall FY2024 budget. No immediate concerns appear at this time.

11. Sensus Analytics - FlexNet Water System Update

Smith was pleased to report progress on implementation of the Sensus FlexNet system for the town’s water system. The system provides access to individual meters for on-the-spot reads, leak detection and usage history. The system currently provides access to 122 of the 146 active meters. The remaining 24 meters will be upgraded and added to the system next spring and summer.

12. Building Permit Update and Planning Commission Status

There was no report available from the planning commission.

13. Pumphouse Maintenance and Repair Discussion

The water masters have reported decreased flow from pump #1 due to wear and tear of the pump and motor. The town has scheduled repairs for next spring. See the attached quote from Widdison (\$19,695). There should be no concerns regarding the FY2024 budget since completion of our final water bond payment in January reduces water system expenses by approximately \$78,000.

14. Other Business

Greg – has a meeting Thursday to meet with other mayors to elect someone to the boundary commission. They do annexations and other tasks related to municipal boundaries.

Smith purchased an inexpensive speed gun to track traffic speed in problem areas. Sue is ready to go with alerting folks of their speed.

15. Council Comments

Greg – bid thanks to Justin and Chuck. It's been great serving with you both.

16. Adjournment – Council member Hibbard moved to adjourn the meeting. Council member Chuck O'Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:22pm. The next regular town council meeting is scheduled for January 9th, 2024, at 6:30pm via Zoom.