

**Interlaken Town Council Regular Meeting Minutes**  
**Tuesday, 05 March 2024, 6:35 PM – 7:27 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=QJNT3loV3J4Nm83TFJOdGVSUE1ldz09>

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

**2. Roll Call**

Greg Harrigan, Mayor

Sue O’Nan, Council Member and Treasurer

Erin Merryweather, Council Member

Jill Jacobson, Council Member

Timm Dixon, Council Member

**3. Presentations:** None

**4. Public Comment:**

Tasha Lingos, 311 Interlaken Drive – thanks for your hard work, everyone.

**5. Consent Agenda:** None

**6. Approval of Agenda or Changes**

Bart Smith requested the agenda be amended to include item “13. LSLI Lead Survey and Cross Connection Control Environment.”

**Motion:** Council Member O’Nan moved to approve the amended agenda.

**Second:** Council Member Merryweather seconded the motion.

**Discussion:** no discussion.

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

**7. Approval of 2/06/2024 Council Regular Meeting Minutes**

**Motion:** Council Member O’Nan moved to approve the 2/06/24 town council minutes as presented.

**Second:** Council Member Merryweather seconded the motion.

**Discussion:** no discussion.

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

**8. Financial Matters – Current Revenue & Expense Reporting**

Smith presented the Revenue & Expense reports for July 2023 through February 2024. Refer to the attached documents. Smith noted that some General Fund line items exceeded budgeted revenue while others exceeded budgeted expenses. When taken together the net Revenue-Expense balance is expected to show a positive \$6K net balance over budget for the General Fund.

Smith also presented a chart showing the monthly Zion fund balances for the same period. See the attached document.

## 9. Utah State Financial Reporting Status

Smith was pleased to report that the town is current with all required state reports. See the attached state auditor website screenshots for confirmation.

## 10. FY2024 Water Billing Status

Smith presented a summary of the current FY2024 water billing. Payment collection is proceeding at the expected pace.

| <b>Interlaken Town FY 2024 Water Billing</b> |                         |                       |                            |
|----------------------------------------------|-------------------------|-----------------------|----------------------------|
| <b>Breakdown of Payments</b>                 | <b>3/1/24 Collected</b> | <b>Total Invoiced</b> | <b>Balance Outstanding</b> |
| Base Usage + Paper Fees                      | \$ 58,664.00            | \$ 173,654.00         | \$ 114,990.00              |
| Adjustments to Above                         | \$ -                    | \$ (163.20)           | \$ (163.20)                |
| Net Base Usage Fees                          | \$ 58,664.00            | \$ 173,490.80         | \$ 114,826.80              |
| Late Fees                                    | \$ -                    | \$ -                  | \$ -                       |
| New Owner Trf Fees                           | \$ 150.00               | \$ 300.00             | \$ 150.00                  |
| Overage Fees Billed                          | \$ 4,877.81             | \$ 9,523.55           | \$ 4,645.74                |
| Overage Fees Forgiven                        | \$ (740.74)             | \$ (740.74)           | \$ -                       |
| Adjusted Overage Fees                        | \$ 4,137.07             | \$ 8,782.81           | \$ 4,645.74                |
| <b>TOTAL Payments</b>                        | <b>\$ 62,951.07</b>     | <b>\$ 182,573.61</b>  | <b>\$ 119,622.54</b>       |

## 11. Building Permit Update and Planning Commission Status

The planning commission was not present but made a report available regarding permit status. See the attached report from Ardurra.

## 12. Wasatch County Sheriff Contract and Municipal Code Review Assignments

The council discussed next steps for review and revision of the town's municipal code. It was decided that we would use existing Midway code for a basis to expand our titles to include additional topics. Each title will be reviewed for content by council members, who will report back next meeting with recommendations for possible inclusions and revisions. This next step is considered a preliminary review, with general recommendations, not specific language. See the attached Midway code for reference. The titles will be reviewed by the following individuals:

- Erin– Public Health and Safety
- Sue – Revenue and Finance
- Jill – Annexation
- Timm – Infrastructure
- Greg – Water
- Bart - Existing Titles “01-General Provisions” and “02-Municipal Government”
- Planning Commission with assistance from Bart - Existing Titles “09-Building and Construction” and “11-Land Use

The town will plan public hearings for the FY2025 budget and proposed municipal code revisions in the month of June. Note that the planning commission is required to set up and run the public hearing for land use revisions.

Bart will compile a list of proposed enforcement tasks for a WC Sheriff meeting. Bart, Greg, and Sue will plan to meet with the sheriff to discuss.

### **13. LSLI Lead Survey and Cross Connection Control Requirement**

Interlaken is in the process of compiling an EPA mandated inventory of our culinary water system which lists the type of material used in the system's lines. We have contracted with 120 Water to assist in this survey. We are also exploring possible grant opportunities with DEQ to complete this survey. See the attachments for more information.

The town is also addressing a state DEQ mandate that requires all culinary water connections to include a cross connection control device with irrigation systems. See the attachments for more information. Besides the initial installation of the cross-connection control device, an annual inspection will also be required. These two steps are performed by different contractors. Timm Dixon noted that the DEQ website has a list of certified specialists to perform installation and annual certifications. The process starts with the water masters collecting information from lot owners regarding their connections to irrigation systems. It was noted that a cross-connection device is not required for outside hose bibs, only for irrigation systems connected directly to the culinary water system.

### **14. Other Business - None**

### **15. Council Comments - None**

### **16. Adjournment**

Council member O'Nan moved to adjourn the meeting. Council member Dixon seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:27 pm. The next regular town council meeting is scheduled for Monday April 15th, 2024, at 6:30pm via Zoom.