

Interlaken Town Council Regular Meeting Minutes
Tuesday, 7 May 2024, 6:41 PM – 7:51 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=QIJNT3loV3J4Nm83TFJ0dGVsUE1ldz09>

1. Call to Order - Mayor Harrigan called the meeting to order at 6:41 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, was absent

3. Presentations: None

4. Public Comment: None

5. Consent Agenda: None

6. Approval of Agenda or Changes

Motion: Council Member O'Nan moved to approve the 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 4/15/2024 Council Regular Meeting Minutes

Motion: Council Member O'Nan moved to approve the 4/15/24 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. Spring Chipper Day Status – Brother B

Brother B has agreed to pick up the roadside debris. As discussed in town emails, the final day to add to piles is Saturday 6/1/24. See the attached town email.

9. FY2024 Water Billing Status

Smith presented a summary of the FY2024 water billing to date – 4/17/24:

Interlaken Town FY 2024 Water Billing				
Breakdown of Payments	Batch 07 - 4/27/24	Total Invoiced	Balance Outstanding	
Base Usage + Paper Fees	\$ 162,837.00	\$ 173,659.00	\$ 10,822.00	
Adjustments to Above	\$ (243.00)	\$ 62.18	\$ 305.18	
Net Base Usage Fees	\$ 162,594.00	\$ 173,721.18	\$ 11,127.18	
Late Fees	\$ 150.00	\$ 550.00	\$ 400.00	
New Owner Trf Fees	\$ 300.00	\$ 300.00	\$ -	
Overage Fees Billed	\$ 9,050.62	\$ 9,742.15	\$ 691.53	
Overage Fees Forgiven	\$ (2,048.14)	\$ (2,304.92)	\$ (256.78)	
Adjusted Overage Fees	\$ 7,002.48	\$ 7,437.23	\$ 434.75	
TOTAL Payments	\$ 170,046.48	\$ 182,008.41	\$ 11,961.93	

Accounts receivable is currently at \$11,962 representing a collection of 94%.

10. Cross-Connection Control Program

Interlaken Town is required to institute a Cross Connection Control Program in order to protect culinary water customers from contamination sources originating in homeowner's irrigation systems. The first step of instituting this program is to identify all irrigations present in town and determine whether a state-approved backflow prevention device is installed in the system. Bart Smith has begun the process by requesting information from all the Interlaken lot owners. Of the 150 water customers, 115 have reported back. Smith will continue to complete this process and work with the water masters to fulfill the state requirements. See the attached email that was sent to the town.

11. Financial Matters – Current Revenue & Expense Reporting

Smith presented a series of reports outlining the current state of the town's accounts, focusing on account balances and revenue and expenses. See the attached documents for more detail. In short, the town appears to conclude FY2024 in good standing, meeting or exceeding budget goals.

12. FY2025 Road Work Planning – Approval to Proceed

The council discussed a proposal to invest money in FY2025 towards replacing sections of town roadways, through pulverization and new overlay. To date, the town has only patched compromised sections, repaired or improved failing shoulder areas, and performed surface treatments throughout town. With the transportation reserve fund at a good level – expected to reach \$298K at FY2024 end, the council is considering substantial investment in road replacement for FY2025.

Smith presented a series of documents that showed the recommended patching and shoulder repairs as surveyed by Greg and Bart earlier this month. Smith spoke with Wes Johnson regarding patching versus replacement. The notes to that conversation are attached along with recommendations from a 2019 TAMS study conducted by LTAP. Also attached is a copy of the BHR RMA agreement and an email from Rich Miller, head of the town roads committee.

Greg – thinks we need to put money into replacement on. Jill – thinks it's needed, lets do it. Erin agrees to do this instead of patching. Greg – how much should we spend. Sue – put \$200K in, including \$70K from Road Reserves. Jill agrees. Erin agrees and wants to see how far it goes.

13. FY2025 Tentative Budget – Discussion and Vote to Approve

a. Council Stipend Discussion – line 37

Greg – ambivalent about it. Sue would rather put it towards the roads. Jill doesn't care. Bob Marshall feels that the council and planning commission should be compensated. He thinks \$50 per meeting is a good number. The consensus from the council was to take it out of the FY2025 budget.

b. Road Expenditures – lines 55, 60

Already discussed and approved.

c. Brush Hog capital purchase – line 59a

Discussed and approved.

d. Water Master Payroll increase 10% – line 116

Discussed and approved.

e. Vote to approve Tentative Budget

Motion: Council Member O’Nan moved to approve the FY2025 Interlaken Town Budget as presented with the amendments outlined above.

Second: Council Member Jacobson seconded the motion.

Discussion: no discussion.

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

14. FY2025 Budget Public Hearing Scheduling

The budget hearing will be scheduled for May 29, 6:00 pm, with the town council meeting immediately following.

15. Building Permit Update and Planning Commission Status

- a. Active Building Permit Reporting – The planning commission was not present to report.
- b. Pickleball Court Approval – discussion

Smith and Mayor Harrigan had a discussion with Jeremy Cook, the town’s attorney, regarding approval of the proposed pickleball court. In spite of the town’s concerns regarding noise and setting a precedent for future sports courts, Jeremy recommended the town approve the court and associated site disturbance permit. See the attached letter regarding his recommendation and the application.

Greg – it would be good to strengthen our noise ordinance to address one of the town’s concerns.

Motion: Council Member O’Nan moved to approve the site disturbance permit for a pickleball court at 338 Luzern Rd based on the recommendation of the town’s attorney.

Second: Council Member Merryweather seconded the motion.

Discussion: no discussion.

Vote: The motion was approved with a majority of Council Members voting Aye, and Mayor Harrigan abstaining.

- c. Planning Commission – land use code review. The PC was not present.

16. Other Business - None

17. Council Comments

Greg – it was nice of Bob Marshall to mention his support for a council and pc commission.

18. Adjournment

Council member O’Nan moved to adjourn the meeting. Council member Jacobson seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:51 pm. The next regular town council meeting is scheduled for Wednesday May 29th, 2024, at 7:00pm via Zoom. Note – the start time was pushed out by ½ hour because of the addition of a 2nd public hearing for the Cross Connection Control Ordinance.