

Interlaken Town Council Regular Meeting Minutes
Tuesday, 08 October 2024, 6:32 PM – 7:34 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=QIJNT3loV3J4Nm83TFJOdGVSUE1ldz09>

1. Call to Order - Mayor Harrigan called the meeting to order at 6:32pm

2. Roll Call

Greg Harrigan, Mayor
Sue O’Nan, Council Member and Treasurer
Jill Jacobson, Council Member
Erin Merryweather, 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 Jacobson seconded the motion.

Discussion: no discussion.

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

7. Approval of 9/10/2024 Council Regular Meeting Minutes

Motion: Council Member O’Nan moved to approve the 9/10/24 town council meeting 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. FY2025 Road Work and Water System Repair Update

Bart Smith presented the final cost for the roadwork project. The \$305,708 cost will be reduced by contributions from the Reserves (estimated at \$17,097) and BHR (estimated at \$12,637). The final cost was higher than the bid of \$278,503 due to additional paving and adjustment of the square footage estimates. See the attached docs for more details. The road project was completed on Monday 9/30/24.

The final cost of the water line repair on St. Moritz totaled \$93,286. This includes the original repair cost of \$5,867 prior to the complete replacement of the line. See the attached docs for more information.

Jill Jacobson – wanted to thank everyone for making it go as smoothly as it did.

Paul Schneider – great work – what do we think it the condition of other water lines in the community.

Greg – we plan to dig some pits in other areas to access other pipelines. Greg talked to Jimmy Seear about installing a membrane inside the pipe.

Tasha Lingos – Thanks to everyone.

Chris Wilcox – 333 Interlaken Dr. He wanted to echo the concern about other pipes corroding and our water tank.

Greg – we do tank inspection every 5 years and the tank is in good shape.

Paul Scheider – can we put a speed bump the corner of St. Moritz and Jungfrau. Greg – we haven’t discussed that yet. Sue – traffic speeds downhill before the stop sign.

9. Financial Reporting – 1st Quarter FY2025 Budget Review

Smith presented the financial statements for QTR 1 of FY2025. The spending and expense levels were consistent with the current budget. See the attached docs. However, they did NOT include the additional road and water investments discussed above, prompting Smith to recommend a review and amendment of the current budget.

The council agreed to schedule a work session in October to discuss a budget amendment for FY2025.

10. Water Rates Discussion

As part of a budget discussion, the council will discuss our current water rates, and a proposal to increase the rates the cover additional expenses and maintain a significant balance in the water reserve account.

11. Public Works Manager Position

Smith will be leaving town on December 1st and wishes to find someone to take care of his responsibilities requiring a presence in town. He will continue to work remotely on the other parts of his job, but the remaining tasks that require a physical presence in town could fall under a new job titled Public Works Manager. For reference, Smith provided a list of tasks that require a physical presence in town in partnership with his remote work and he believes there could be a cost savings for passing some of these tasks on to another person. It wouldn’t have to be an engineer but would be well-suited for someone familiar with utilities and public works projects. See the attached list. Derek Becker, who lives in town, has shown interest. This would be an hourly contract position, similar in structure as Bart’s current position. Greg felt this would be a good combo if Bart continues to do the administrative tasks and someone else took over the boots on the ground tasks. This will also be discussed at the October council work session.

12. Building Permit Update and Planning Commission Status – No updates

13. Jones & DeMille – Engineering Contract

We did finalize the Jones & DeMille General Services Agreement, with a modified liability clause that increased their liability to \$1M. Now we need to complete their Assignment Order – the specifics of what tasks they provide. We provided a number for what we thought we’d spend annually. Smith compared our costs with Ardurra with the hourly rates from Jones & DeMille. Jones & Demille’s rates are roughly 35% higher than what Arudrra was charging, primarily because Ardurra hadn’t increased their rates for 4 ½ years. The resulting estimate for the town’s annual expenses is \$18K for plan review & inspections and \$6K for additional engineering work. See the attached doc for an analysis of these expenses. Greg noted that Ardurra is no longer supporting towns. Jones & DeMille was their recommended choice for a replacement.

14. Fall Chipper Day Update

Smith noted that the participation was above average this year based on the email responses. Brother B. is in the process of picking up piles. Smith used to tabulate all the pickups in a spreadsheet but now he just keeps the data as emails. Greg noted that Brother B. cleans up the areas after he picks up and appreciates Brother B.’s work ethic.

15. Other Business

Paul appreciates the reminder of the monthly town council meetings

16. Council Comments none

17. 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 7:34 pm. The next regular town council meeting is scheduled for Wednesday November 6th, 2024, at 6:30pm via Zoom.