

Interlaken Town Council Regular Meeting Minutes
Tuesday, 08 July 2025, 6:48 PM – 7:15 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 6:48 pm

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

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 06/03/2025 Compensation Public Hearing Minutes

Motion: Council Member O'Nan moved to approve the 6/3/25 Compensation Public Hearing Minutes.

Second: Council Member Jacobson seconded the motion.

Discussion: no discussion.

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

8. Approval of 06/03/2025 Council Regular Meeting Minutes

Motion: Council Member O'Nan moved to approve the 6/3/25 Council Meeting Minutes.

Second: Council Member Merryweather seconded the motion.

Discussion: no discussion.

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

9. Discussion and Motion to Adopt Ordinance No. 17 – Ordinance Amending Compensation for Interlaken Town Elected and Appointed Officers

Motion: Council Member O'Nan moved to approve Ordinance No. 17 as presented.

Second: Council Member Dixon seconded the motion.

Discussion: no discussion.

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

10. Budget Amendment Public Hearing Schedule

A public hearing was scheduled for Tuesday August 5 to present and discuss an amendment to the FY2026 budget. Note that this hearing will not take place, given that the proposed amendment does not affect fund expenditures. The amended budget will be discussed at the next council meeting on August 5th.

11. Summer Road Work Update

Smith presented the Eckles invoice for the completed road patching. The total cost was \$56,124.51. The remaining crack sealing and topcoat work will be performed later this summer, after the Comcast fiber optic installation is completed. The bid for that remaining work is \$31,771. See the attached invoice and bid.

12. Cross-Connection Control Program

See the attached report for progress on the collection of data from lot owners. There are still a number of homes that have not responded to the survey regarding the use of cross connection control backflow prevention devices. Bart will talk to Trent to find out what the state penalty/requirement is for compliance with this program.

13. Comcast Installation Update

Comcast claims that 85% of the conduit construction is complete. There remain several areas in town with shoulder damage and debris, requiring additional cleanup and restoration work. We will continue to track the project and require restoration. See the attached email for more information.

14. 2025 Elections

The following individuals have declared their candidacy for the upcoming November municipal elections. See the attached declaration of candidacy forms.

Office of the mayor – 1 candidate, 1 open position

- Greg Harrigan

Office for town council – 3 candidates, 2 open positions:

- Sue O'Nan
- Erin Merryweather
- Matt Hermann

15. Financial Reporting

+ FY2025 Water Billing Update

Here's a summary of the FY2025 water billing. All accounts have been paid except for 1 homeowner.

Accounts Receivables Report - 7/7/25

Invoice/Deposits	Base Payment	Overage Payment	USPS Payment	Late Payment	New Owner Payment	Total Payment
Original Invoice	\$ 210,331.00	\$ 22,805.35	\$ 105.00	\$ 1,150.00	\$ 150.00	\$ 234,541.35
Batch 00	\$ (3,057.18)	\$ -	\$ -	\$ (800.00)	\$ (150.00)	\$ (4,007.18)
Batch 01	(\$34,063.82)	(\$3,631.37)	\$ 0.00	\$ 0.00	\$ 0.00	(\$37,695.19)
Batch 02	(\$133,788.00)	(\$15,331.23)	(\$70.00)	\$ 0.00	\$ 0.00	(\$149,189.23)
Batch 03	(\$24,110.00)	(\$175.95)	(\$20.00)	\$ 0.00	\$ 0.00	(\$24,305.95)
Batch 04	(\$7,501.00)	\$ 0.00	(\$10.00)	(\$100.00)	\$ 0.00	(\$7,611.00)
Batch 05	(\$6,635.00)	\$ 0.00	(\$5.00)	(\$200.00)	\$ 0.00	(\$6,840.00)
Total Payments	\$ (209,155.00)	\$ (19,138.55)	\$ (105.00)	\$ (1,100.00)	\$ (150.00)	\$ (229,648.55)
Accounts Receivable	\$ 1,176.00	\$ 3,666.80	\$ -	\$ 50.00	\$ -	\$ 4,892.80
FY2025 Budget	\$ 209,000.00	\$ 7,500.00	\$ 50.00	\$ 50.00	\$ 450.00	\$ 217,050.00

+ FY2025 Revenue & Expenses Reporting

See the attached reports for the full year FY2025 revenue and expense information.

16. Building Permit Update and Planning Commission Status

- a. Active Building Permit Reporting – see the attached report
- b. Planning Commission – land use code review – Diana did meet with Derek last month and will have more to report next month

17. Other Business None

18. Council Comments None

19. Adjournment

Council member O’Nan moved to adjourn the meeting. Council member Merryweather seconded the motion.

The motion passed unanimously. The meeting was adjourned at 7:15pm. The next regular town council meeting is scheduled for Tuesday August 5, 2025, at 6:30pm via Zoom,