

Interlaken Town Council Regular Meeting Minutes
Monday, 02 May 2022, 6:31 PM – 7:58 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 at 6:31 pm

2. Roll Call

Greg Harrigan, Mayor

Chuck O’Nan, Council Member

Sue O’Nan, Council Member

Justin Hibbard, Council Member

Chuck Cullom, Council Member arrived late

3. Presentations: None Scheduled

4. Public Comment: None

5. Consent Agenda: None

6. Approval of Agenda or Changes

Smith requested the addition of agenda item 10 – “FY2022 Water Billing and Resolution 2022-05-02 Discussion and Vote” to the previously circulated agenda.

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

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion.

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

7. Approval of 04/11/2022 Council Regular Meeting Minutes

Motion: Council Member Chuck O’Nan moved to approve the 4/11/22 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. Introduction – Judy Klautt, June Work Assignments

Clerk Smith led the discussion regarding his planned absence for the month of June. Smith introduced Judy Klautt to the council. Judy will take over several of Smith’s responsibilities and tasks during his absence and will be paid for a minimum of 5 hours per week at a rate of \$30 per hour. See the attached task list that summarizes the task assignments during Smith’s absence.

9. Planning Commission Report

Diana Duer reported from the PC

Progress made on:

- Lot 065, Parkinson, moving forward with framing, she was notified that no dumpster was on site, waiting to hear back
- Lot 111, Parsons, holding a deposit pending reseeding completion. PC recommends that we return the deposit, all areas of concern have been addressed.
- Lot 047, Harrell, last month contractor reached out regarding sewer line replacement, she has not heard back. The outdoor fireplace issue has been resolved – it was converted to gas. Remaining work is mostly outside.

- Lot 117, Becker, roof expansion and bathroom, still waiting on finishing products and plumbing. Should be ready for final by end of May or early June. Expecting a garage permit.
- Lot 062, Erin Merryweather, sheetrock completed, waiting for final.
- Lot 056, Singer – submitted plans and will be sent to TO and PC

10. FY2022 Water Billing and Resolution 2022-05-02 Discussion and Vote

Clerk Smith presented a summary report for the current FY2022 water billing. In summary, the town is currently carrying \$10,659 in receivables, having collected \$168,709 in base usage fees, overage fees, late fees, and new owner transfer fees to date. See the attached report for details.

Smith asked the council to consider adoption of “Resolution No. 2022-05-02 Establishing Administrative Fee for Water Billing.” This resolution would establish a \$10 fee for all Interlaken water system customers that require a USPS mailing of their invoices. The \$10 fee accounts for additional administrative costs associated with the preparation of the invoice and postage.

Motion: Council Member Hibbard moved to approve Resolution No. 2022-05-02 Establishing Administrative Fee for Water Billing as proposed.

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

Discussion: no discussion.

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

11. FY2023 Tentative Budget Review, Vote to Amend, Hearing

The FY2023 Interlaken Budget public hearing has been scheduled and noticed for 5/23/22 at 6pm, as previously discussed and approved. See the attached notice.

Clerk Smith presented an amended version of the FY2022 and FY2023 budgets. The FY2022 budget amendment proposal reduces the Water Revenue fund contribution to the General fund for administrative expenses from \$30,500 to \$20,000. This reduction compensates for the increased payroll for the water masters. This FY2023 Rev 04 amendment to the previously approved FY2023 budget, increases the water master payroll to match the current salary of \$1,100 each, per month, from the previous \$900 per month salary. For more details see the attached budget documents.

Motion: Council Member Chuck Cullom moved to adopt the FY2022 and FY2023 budget amendments as presented.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion.

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

12. Pumphouse Electrical System Upgrade Status

Nick Birch reported to Smith that excavation for the electrical upgrade will proceed in the next couple weeks.

13. Security System Status

Smith presented a bid to install 2 poles to provide support for cameras at the DPW site and the water tank. See the attached bid. Council agreed to go ahead and approve this bid and expedite installation.

14. Fire Mitigation

Smith has reached out to SuperDave to establish dates for the spring shoulder brush cutting, and lot owner wooden debris collection, but has not yet heard back.

15. Road Maintenance Update

Chuck O’Nan – Asphalt Preservation should be out here by mid-May. Chuck will go out and repaint the patch areas and increase the size as per Bob Henry suggestion, minimum of 4 feet square. Greg will mark the Osborne’s driveway for repair. See the signed bid (updated on 5/17/22).

16. Previous Action Items and Updates

Chuck Cullom

- Water Rights Adjudication Hearing – Jordanelle Basin is starting a water rights adjudication and we are in it. We as the town, holding the water right, need to file an application of claim. The claim will be judged through a court hearing. It's a "legal food fight." The state provided a notice of intent, hearing on 4/21. Formal hearing starts on 5/12 and closes on 8/12. We need to put together our documentation, consult our attorney, and proceed. He will meet with Jeremy Cook, walk through the information, and put together the claim. Greg – how else can we support you in this effort? This is something we will spend money on to have it done correctly. Chuck – it's straightforward if our documents are in order. We have 30-45 days to chase our own documents. Chuck will chase down Jeremy Cook and Jim Riley. Sue – don't we need to have the IMWC water rights deeded to the town prior to the adjudication hearing. Chuck C – in a perfect world, yes, but it's not necessary. Sue – why is that the case.
- Town Water Rights Assignment – Chuck C. – it's probably a 90-day paper chase to the division of water rights. We should make sure all the paperwork has been submitted prior to the hearing. Greg – some of these stray water deeds probably go nowhere, but it's still worth pursuing them. Chuck C. – agrees.
- Wasatch Park Water Tank Easement – May 2023 expiration, Chuck C. will reach out to the park superintendent and let them know we working on the easement by the end of the month. We need to articulate our long-term plan, for example, if we plan to install a fence.

Greg Harrigan

- Luzern Access, DPW Site Excavation and Paving – he met onsite with a Watts representative and talked about the Luzern reroute. Luzern will come down past Pendleton's house and have a stop sign. Luzern will start again just below the pumphouse and go uphill to meet the current Luzern route. There will be a stop sign coming down that section of Luzern from the pumphouse. Greg requested the road be widened at the intersection at the end of that short connector. Superdave dug behind the container and pushed it back. Watts will grade and road base that area and leave room for asphalt. When they bring in their asphalt contractor, we will pave the salt pile area and add an overlay for the rest of the DPW site. They will berm the graded area below the DPW site, so the public doesn't use that space to park. Greg feels we have plenty of room to narrow the opening and place more blocks in there and hide the dumpsters better.
- Reserves, Interlaken RMA – no update

Justin Hibbard

- Justin -Recycling Bins at DPW Site – When will they be done with asphalt. Greg – they will be starting to pave this week. We will be on the end of that schedule. Justin will notify Recyclops.
- Interlaken Town Party – Justin – what were the alternate sites? Greg – the cul de sac at the end of Interlaken Dr. Bart – will reach out to Holdway and Beebee and get their feedback. We spoke about Memorial Day weekend, but Greg and Bart won't be here. Greg is gone 5/28 – 6/5. We could also do it in the fall. Sue – thinks Greg and Bart should be available. What about Swiss Days? Saturday September 3rd. Grilling, food truck, moon bounce, Lapitas food truck, BYOB – we will provide ice buckets, 2 porta pottys or trailer, hand washing station, bottles of water, trash bins, 4pm to 7 pm. If we can't do a food truck we could man grills. Free T-Shirts. Could we get power or rent a generator – moonbounce to fill it up and when it needs it air. Can we get a firetruck to show up. Backup location – end of Luzern. Update 5/22/22 – party date was changed to Saturday August 27, 4pm to 7 pm.

Chuck O’Nan

- Interlaken Town Entry Sign, RC Ornamental – Chuck has called several times and hasn’t heard back from him. There are some locations in Salt Lake that we can investigate as well. Greg – maybe we can wait until RC is more available.

17. Other Business

Sue –finally coordinated with Zion bank and drilled out the safety deposit box and it was empty. She discontinued the box.

18. Council Comments None

19. Adjournment - Council Member Hibbard moved to adjourn the meeting. Council member Sue O’Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:58 PM. The next town council meeting is scheduled for Monday, May 23, at 6:30pm via Zoom, immediately following the FY2023 Budget Public Hearing.