

Interlaken Town Council Regular Meeting Minutes
Tuesday, 07 February 2023, 6:30 PM – 8:00 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=QJNT3loV3J4Nm83TFJOdGV5UE1ldz09>

1. Call to Order 6:32 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

4. Public Comment

Dean Stookey, Tasha – thanks for your work, no additional comment

5. Consent Agenda: None

6. Approval of Agenda or Changes

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

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

Discussion: no discussion.

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

7. Approval of 1/03/2023 Council Regular Meeting Minutes

Motion: Council Member Sue O’Nan moved to approve 1/03/23 town council minutes as presented.

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

Discussion: no discussion.

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

8. Financial Matters

- FY 2022 AUP Report Status – see the attached comments.
- SuperDave 2022-23 Amended Contract – Proposal to increase the contract from \$8K to \$10K a month, a total of an additional \$10K for the year. See the attached amended contract.

Motion: Council Member Sue O’Nan moved to approve SuperDave’s snow removal amended contract as proposed.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion.

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

Dean Stookey – Dave’s extra expense is mostly maintenance; is there a way we can put in a clause that we pay a percentage of his maintenance costs? Greg – that’s something we can address in next year’s contract. We may consider purchasing equipment or adding clauses to address his increased workload.

- FY 2023 Proposed Budget Amendment
Amending the FY2023 budget was discussed, and it was decided to wait until spring to hold a public hearing and propose the amendments.
- FY2023 Water Billing
Delayed due to additional time spent on financial reporting. Bills will be sent out later this month.
- FY2023 Quarterly Reports
P&L report for FY2023 QTR 1 and 2 was presented – see the attached report.
- Town Credit Card Policy
As part of the town’s proposed Policy and Procedures manual, the town requires all credit card users to sign the “Credit Cardholder Agreement.” See the attached agreement.

9. Utah State Mandated Lead Testing for Water System

120Water Lead Service Line Inventory Presentation and Quote. See the attached quote for \$5500.

Greg – can we figure out what their annual costs going forward? Bart will get more information.

Motion: Council Member Chuck Cullom moved to approve the expenditure to contract with 120Water to perform the EPA required Lead Service Line Inventory.

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

Discussion: no discussion.

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

10. Building Permit Update and Planning Commission Member Status

Building Permits

- Lot 65, 315 Jungfrau, Parkinson, no update from TO, no activity
- Lot 47, 262 Interlaken Dr, Harrell, he has moved into the house. She has requested information regarding a CO or a final inspection. Still waiting to see if they had a final inspection. Bart will track this down with TO. They need to repair the road cut with a cold patch.
- Lot 206, 231 Interlaken Dr, Becker, framing and ziptech in progress
- Lot 117, 329 Bern Way, Broadstone, no update, not aware if they have found a new contractor
- Lot 62, 307 Interlaken Dr., Merryweather, no update form TO. It looks like they have installed some windows, but haven’t called for inspections
- Lot 107, 319 Jungfrau, Merryweather, no update, they did have insulation, sheetrock and 4-way inspections
- Lot 56, 283 Interlaken, Singer, completed sheetrock inspection
- Lot 160, 254 Interlaken, Weiler, permit may be approved

PC applicants

Diana reached out to each of them and is waiting to hear back from Timm Dixon. Jill Jacobson is just shy on the 1-year residential requirement; she is familiar with codes and procedures.

Diana is still waiting to hear back from the remaining applicants, she doesn’t want to be too pushy. To be totally honest, we don’t have any candidates that can commit right now.

11. Interlaken Town Policies and Procedures Manual

Smith presented a draft of the Interlaken Town Policies & Procedures manual. He proposed the town adopt Resolution No. 2023-02-07 Adoption of Policies and Procedures Manual

Motion: Council Member Sue O’Nan moved to adopt Res. No. 2023-02-07 Adoption of Policies and Procedures Manual.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion.

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

12. Water Rights Assignment and Adjudication Hearing Status

Chuck C – he talked to Jeremy Cook in December and January about completing the ROC and we need a licensed engineer or attorney. Jeremy recommended a well-regarded water attorney, Jon Schultz. They have resources. Chuck will reach out to Jon to see if he’ll take us on to do this work. Greg – is there a timeline in which this has to be done. Chuck – would like to get it done by June. He will speak with Jon next week.

13. Wasatch Mountain State Park Easement Update

Smith has reached out to both the State Park manager and the town’s attorney to get moving on a renewal of the town’s water tank easement with the park. He still hasn’t been able to make any progress but will continue to work reach out and move it forward.

14. Town Entrance Signage

Chuck O’Nan – RC Ornamental will need 2 weeks to complete the sign, installation on 3rd or 4th week.

15. Other Business

- FEMA meeting – Greg and Bart attended the Wasatch County Emergency Response meeting to learn about the resources and command structure for emergency response actions. Chuck C – snow melt issues, road and shoulder issues, those could affect us this spring.
- Utah Association of Public Treasurers for Sue in St. George, Greg thinks she should go.
- 2023 Utah Local Government Seminar in May – Bart may attend remotely.

16. Council Comments - None

17. Adjournment

Council Member Sue O’Nan moved to adjourn the meeting. Council member Chuck O’Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:01 PM. The next town council meeting is scheduled for Wednesday, March 1st, 2023, at 6:30pm via Zoom.