

**Interlaken Town Council Regular Meeting Minutes**  
**Monday, 03 February 2020, 6:04 PM – 6:51 PM**  
**Town Pump House, 236 Luzern Rd., Midway, UT**

**1. Call to Order.**

Mayor Greg Harrigan called the meeting to order at 6:04pm.

**2. Roll Call – Members Present:**

Greg Harrigan, Mayor  
Marge Bowen, Council Member  
Justin Hibbard, Council Member

Chuck O’Nan, Council Member was absent  
Sue O’Nan, Council Member was absent  
Susanna Littel, Planning Commission member was absent  
Bart Smith, Town Clerk was present

**3. Presentations:** None.

**4. Public Comment:** None.

**5. Consent Agenda:** None.

**6. Approval of Agenda or Changes.**

**Motion:** Council Member Bowen 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. State Reporting Update - AUP.**

The state is requiring the town to submit an “Agreed Upon Procedures” report. A CPA is required to prepare this report, and the town is in the process of finding an affordable option. Harrigan will contact other mayors for recommendations.

**8. FY2020 Water Billing Discussion**

The council discussed a requirement to perform a water meter reading at closing for home sales. This would address the issue of a new lot owner inheriting an overage bill from the previous owner. This is what happened with the De Jong property. The council suggested increasing the new owner transfer fee from \$50 to \$150 for homes with connections to the water system to cover the cost of the extra reading. Any overage charges could be addressed in the closing documents for the sale. Smith will draft a resolution for the next council meeting with the new fees.

Smith agreed to do a second reading for high overage lots, to verify the meter reading. He will also contact the owners to alert them of high usage, and have them inspect their system for leaks. Justin suggested we employ a water leak forgiveness program. Smith will research and make a proposal at the next meeting.

## **9. Social Engagement Committee Meeting Report**

Justin met with a newly formed social engagement committee, which included Renee Burkley, Claire Osborne, and Annalia Hibbard. They discussed ways to welcome new lot owners to Interlaken. Smith will provide them with contact information for all new owners in the past year. The group decided to spotlight SuperDave in the first newsletter and add a “Help Needed” section. They are planning on publishing the first issue on 2/20/20. See attachment for more information.

## **10. Guardrails - Accident Damage Status Report**

Smith contacted the town’s insurance agent and discovered the town has a \$100,000 deductible for accidental damage to the town’s road system. They consider the guardrails as part of the road system, so they will not pursue a claim against the driver of the truck who caused the damage. The town has another path forward, contacting the driver’s insurance company directly – Geico, and pursuing compensation from them directly. The agent did provide the town with a rough estimate for repair costs, approximately \$9400. See the attached insurance company letter and estimate for more information.

## **11. Water System and Road Improvement Grants Status**

Marge reported that all the documents have been submitted. It is still not certain that the funds could be spent before the grant money is distributed in December, 2020.

## **12. Zenger – BHR Interlaken RMA Status**

No update.

## **13. Planning Commission – Epic Report and Building Status, Howard Water Meter**

No update available.

## **14. Previous Action Items and Updates.** No updates.

## **15. Other Business.** None

## **16. Council Comments.** None

## **17. Adjournment**

Council Member Bowen moved to adjourn the meeting. Council Member Hibbard seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:51 PM.

The next Town Council meeting will be held on March 2 at 6:00 pm, and will be held at the Town Pump House, 236 Luzern Rd.