

Interlaken Town Council Regular Meeting Minutes
Monday, 12 August 2019, 6:26 PM – 7:39 PM
Town Pump House, 236 Luzern Rd., Midway, UT

1. Call to Order.

Council Member Harrigan called the meeting to order at 6:26pm.

2. Roll Call – Members Present:

Greg Harrigan, Mayor
Chuck O’Nan, Council Member
Sue O’Nan, Council Member
Marge Bowen, Council Member
Justin Hibbard, Council Member

Susanna Littel, Planning Commission chair was present
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 Sue O’Nan moved to approve the 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 07/01/19 FY2020 Council Regular Meeting Minutes

Motion: Council Member Sue O’Nan moved to approve the 07/01/19 council meeting minutes.

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

8. FY2020 Budget and Tax Increase Proposal

Mayor Harrigan noted that no one spoke out against the budget and tax proposals at the public hearing held just prior to this council meeting. The council approved the following motions.

Motion: Council Member Bowen moved to approve the new proposed tax rate, increasing the rate from 0.001596 to 0.002483, for a general fund revenue of \$116,000.

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

Discussion: no discussion

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

Form PT-800, a resolution approving the tax rate increase was signed by Mayor Harrigan. A copy is attached to these minutes.

Motion: Council Member Hibbard moved to approve the FY2020 budget presented at the Truth in Taxation hearing, earlier today.

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

Discussion: no discussion

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

Agenda items 9 and 10 relating to planning commission business were delayed until the planning commission representative was present.

9. Utah LTAP Road Reserve Study

Clerk Smith and Chuck O’Nan met with members Dalton and Eduardo of Utah LTAP (Utah Local Technical Assistance Program), from Utah State University, on 7/15/19, regarding their proposal to do a study of the condition of Interlaken Roads. Utah LTAP presented a bid back in June to survey the roads (attached). Cost of the bid was \$3,797.13. Completion date was expected to be September or October of this year. They provided a maintenance performance chart that describes the cost per square yard for various roadway treatments, and a recommendation for road treatment based on the current remaining surface life (RSL) of a road section. This chart has been attached to these minutes. Their proposal would have their engineering students visit Interlaken, inspect our roadways, and divide our road system into sections, assigning a recommended treatment to each section. Referring to the attached maintenance performance chart, if you chose a treatment type, say Slurry Seal, move horizontally across the table to the column that refers to the remaining surface life of a road section at the top, then the number in that cell gives an estimate of how many additional years will be added to the RSL for that section, after applying that treatment. For example, if you treat a section with a slurry seal, and that section currently has an RSL of 19-21 years, that slurry seal treatment will add an additional 5 years to that section’s RSL. Likewise if that section has an RSL of 4-6 years, the slurry seal treatment would add only 3 years of life. The cost associated with the slurry seal treatment is \$2.63 per square yard, for example.

Chuck O’Nan pointed out that the LTAP study does not include core sampling, which is necessary to help understand the condition of our roads under the surface. This would be critical information in determining the RSL and potential treatment for a section of road. He noted that a company named Greens is the only contractor that does coring of asphalt, sampling an 8” or 10” hole. They only drill into the asphalt, and not into the road base – we would have to do that ourselves. They charge a \$200 mobilization fee and \$125 per hole.

Harrigan noted that Midway sanitation is supposed to come out and cut into the asphalt to perform sewer line repair and maintenance. It’s possible we could sample sections they have already cut out. Top Job recommends laying 2” of asphalt on top of what we currently have to handle truck traffic. We currently have at least 1” of asphalt, but we don’t know what is underneath it.

Harrigan will follow up with Wes Johnson to see when Midway Sewer is expected to come out.

It was suggested we contact Brain Meyer or Neil (Mason’s contractor) to repair our shoulders in vulnerable areas. First step would be to mark out critical areas of damaged shoulder and address these first. Harrigan and Chuck O’Nan have agreed to mark these areas. Mason Osborne recommended we look into using concrete diversions to prevent further shoulder damage.

10. Pump House Generator Status

The 130kW generator has been ordered. Dominion approved our gas line capacity for this generator. The council suggested Clerk Smith contact the water masters and find out what the expected timing for installation, in order to update the state.

11. Water System Grant Update

Our grant writer, John, will visit on 8/22 to discuss the water system grant. Marge will meet with him, and will contact Brady to join as well. The grant deadline is sometime this fall. Marge will also speak to him about grants for our roads.

12. Financial Matters – FY2019 Water Billing

Clerk Smith presented the final numbers for the FY2019 Water Billing. All accounts have been paid in full - \$171,489.64 in total. The following table shows the different sources of water revenue, budgeted vs. actual:

FY2019 Water Revenue Summary

Water Revenue Category	FY2019 Budgeted	FY2019 Collected
Base Water Fees	\$ 157,721.00	\$ 159,204.00
Overage Fees	\$ 8,000.00	\$ 10,330.59
Late Fees	\$ 250.00	\$ 525.00
New Owner Transfer Fee	\$ -	\$ 150.00
Past Due Balances	\$ -	\$ 1,280.05
Total	\$ 165,971.00	\$ 171,489.64

For next year's billing, Clerk Smith will investigate an option for online pay.

13. Oliver Road Debris Violation

Smith presented a notice of violation sent to Cynthia Oliver regarding road debris deposited onto St. Moritz Rd from her lot. This is an ongoing problem that the council wants to address. The letter was sent certified mail (see attachment). Smith will investigate the road condition and report at the next council meeting. Harrigan emphasized the need to enforce and protect the condition and safety of our roads.

14. Planning Commission – Epic Report and Building Status

Penman, Lot 061: This remodel was conditionally approved at the last PC meeting. PC recommends that the council conditionally approve the permit app pending resolution of outstanding issues, addressing comments from Epic and the PC.

Motion: Council Member Bowen moved to conditionally approve the Penman permit app, pending resolution of outstanding issues noted by Epic Engr and the PC.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

Ekstrom, Lot 172: They have satisfied all the PC comments and Epic's requirements in this pavement, landscaping project. PC recommends council approval.

Motion: Council Member Sue O'Nan moved approve the Ekstrom permit app.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

Wilcox, Lot 129: This project damaged the roads near the site. The council may opt to retain some of the applicant's damage deposit.

Howard, Lot 115: Compaction tests for repair of shoulder area passed inspection. Work continues – Susanna will notify Epic to remove the stop work order.

Sheldon-Southwick, Lot 012: Sheldon has submitted the topo maps for before/after excavation and has paid the \$400 Epic and town fee.

Gladwin, Lot 043: Failed final inspection for a power line clearance issue.

McNaughton, Lot 029: Garage permit has been issued.

Osborne, Lot 039: Working through structural comments from Epic. PC recommends conditional approval pending satisfaction of Epic's comments. They would be permitted to move forward with grading only until issues are addressed.

Motion: Council Member Sue O'Nan moved to conditionally approve the Osborne permit app pending Epic's satisfaction, and allow grading to proceed.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

Barton, Lot 065: The PC hasn't been able to complete their review of this carport and deck expansion project.

The Epic Status Report, dated 7-12-19, is attached to these minutes.

15. FY2020 Budget Planning Commission Vacancies - Candidates

After reviewing the submitted applications, the council made the following decisions regarding the planning commission vacancies.

Motion: Council Member Bowen moved to appoint Steve Wilson as a full-time member of the Planning Commission, and Diana Duer as an alternate member.

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

Discussion: no discussion

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

16. Previous Action Items. No update.

17. Other Business

Sue O'Nan asked if SuperDave has signed his snow removal contract for 2019-20 yet. Clerk Smith will write the contract and get a signature. An increase is expected this year.

18. Council and Public Comment

Susanna Little took photos of a home on top of Eiger, a rental property, with a black Suburban parked permanently. Marge Bowen also noted that at the house next to them, yard debris has been put on the side of the road. The Silvermans have also put out debris in front of the house. Clerk Smith will send out an email telling lot owners not to place debris on the shoulders, and investigate the Silverman's lot.

19. Adjournment

Council Member Sue O'Nan moved to adjourn the meeting. Council Member Hibbard seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:39 PM.

The next Town Council meeting will be held on Wednesday, August 28th, at 6:30pm, at the Town Pump House, 236 Luzern Rd.