

Interlaken Town Council Regular Meeting Minutes
Monday, 02 March 2020, 6:09 PM – 7:40 PM
Town Pump House, 236 Luzern Rd., Midway, UT

1. Call to Order.

Mayor Greg Harrigan called the meeting to order at 6:09pm.

2. Roll Call – Members Present:

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

Susanna Littel, Planning Commission 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 Bowen seconded the motion.

Discussion: no discussion

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

7. Approval of 01/13/2020 Council Regular Meeting Minutes

Motion: Council Member Bowen moved to approve the 1/13/20 Council Meeting minutes.

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

Discussion: no discussion

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

8. Approval of 02/03/2020 Council Regular Meeting Minutes

Motion: Council Member Chuck O’Nan moved to approve the 2/3/20 Council Meeting minutes.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

9. Council Meeting Schedule – May Budgeting

To address the schedules of council members, the April and May town council meetings have been rescheduled to – Wednesday, April 1st and Tuesday, May 19th. It was noted that the May meeting, in particular, is important as it includes an in-depth discussion of the FY2021 budget.

10. FY2020 Water Billing Status, Leak Forgiveness Proposal, On-Demand Meter Readings

Clerk Smith presented a report for the FY2020 water billing. In total, the town billed out \$185,574.01, including base water fees (\$173,736), overage fees (\$11,738.01), and new owner transfer fees (\$100). Note that one credit for \$1,099.05 in overage was applied to lot 203 because the overage usage was due to the previous owner. To date the town has received \$62,250.13 in total

revenue from 67 lots. Smith also presented a letter from lot owner David Schmutz (see attachments). The letter expressed a homeowner's concern for the limited once-a-year meter reading schedule. With only a single reading performed annually, a resident has a difficult time detecting leaks in their system. In Mr. Schmutz's case, the leak resulted in a huge water overage and an extremely large bill. The council discussed measures to address this issue. Harrigan suggested we look at our overage rates and discuss a possible reduction. It was also suggested that part-time residents, like Mr. Schmutz, be warned about potential leaks, and directed to turn off their water while gone. In Mr. Schmutz's case, the leak was due to a leaky toilet valve, which sounds relatively harmless, but over months can generate a huge overage and bill.

Clerk Smith presented a draft document for a "Water Forgiveness Program." Under this program, a lot owner could be "forgiven" all or a portion of their water overage bill, with the discretion of the council, if the excess usage is a result of an undetected leak in their culinary system. Note that this program would not apply to overages due to routine consumption or leaks in a non-culinary (e.g. irrigation) system. In order to qualify for the program, the lot owner must meet several criteria, including proof that the undetected leak has been repaired. See the attached Water Forgiveness Form for more details.

Clerk Smith also presented Resolution No. 2020-03-02B Establishing a Water Forgiveness Program for Interlaken Lot Owners with Excessive Water Consumption Overages Due to Breaks or Leaks in their Culinary Water System. The council discussed the resolution and agreed that it was a fair and much needed means to address undetected leaks and overages in the town water system, especially when considering the town currently takes only one meter reading a year. The resolution gives the council latitude to decide the appropriate forgiveness for a given situation. See the attached resolution.

Motion: Council Member Sue O'Nan moved to approve the proposed Resolution No. 2020-03-02B.

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

The council discussed the proposed Town Water Forgiveness Form drafted by Smith. This form lays out the criteria establishing the qualifications for the program and the application procedure. See the attached form.

Motion: Council Member Hibbard moved to approve the proposed "Interlaken Town Water Forgiveness Program Form."

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

Smith suggested the council look into upgrading our water system in order to enable remote digital readings. This would require upgrading the meters as well as purchasing additional equipment. Currently the town has 50 meters (iPerl brand) that have this ability. Smith will look into cost estimates for adding this capability to the water system.

Harrigan suggested we schedule a Midco tank cleaning this year and consider draining the tank. Smith will check with the water masters regarding this maintenance issue.

11. Eckles Billing for Wilcox Road Damage

Smith is in the process of finding out the amount billed for the Interlaken Drive repair due to damage caused across the Wilcox construction site. It appears that the town did not pay Eckles for this repair. Smith will track down this invoice and resolve payment issues. It is possible that MSD paid for the repair as part of the additional work performed on their behalf.

12. Bids for Guardrail Repair

Smith has had difficulty finding a contractor to repair the damaged guardrail on upper Bern Way. He will continue to look for a contractor with the help of TO Engineers. Jack Bauer researched the guardrail issue years ago for the town. The council will look to see if his report can be found.

13. Wi-Fi Service in Pump House - Discussion

The council agreed that the addition of wi-fi service to the pump house would be a useful aid in conducting council and planning commission meetings. It would give the council and PC the ability to provide remote access to meetings as well as add security measures and monitoring systems, like nest-lock. Smith will contact Utah Broadband to get an estimate.

14. Business Licenses Discussion

Smith noted that there is confusion about which authority issues business licenses for home businesses operating in Interlaken. He had a request from a resident and is finding out how to proceed. In the past Wasatch County has granted licenses, but they may no longer provide this service.

15. Decorative Arch at Entrance

A resident asked Clerk Smith about the whereabouts of the decorative arch that used to mark the entrance to Interlaken Estates, and requested the town install another feature like it for aesthetic purposes. It was located on lower Interlaken Drive years ago. The council reported that the arch was taken down and dismantled years ago. It sat on property outside the town limits. There is no plan to replace the arch.

16. Resolution to Amend the Lot Ownership Transfer Fee

Smith presented draft Resolution No. 2020-03-02A – “A Resolution Amending the Lot Ownership Transfer Fee Resolution and Replacing Resolution No. 2017-05-08A In Its Entirety” to the council. Smith noted that an increase from the current \$50 fee to \$150 was necessary to cover costs associated with taking an extra water meter reading and accounting upon the sale of a lot with a water connection. See the attached resolution.

Motion: Council Member Chuck O’Nan moved to approve the proposed Resolution No. 2020-03-02A.

Second: Council Member Hibbard seconded the motion.

Discussion: no discussion

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

17. Signage Update

Chuck O’Nan and Justin Hibbard led a discussion about the proposal to add signs to the town. Under consideration are removeable signs to be installed on Interlaken Drive prohibiting hunting, fireworks, and open fires. Additional signage is proposed for upper Bern Way marking the dangerous curve and steep drop on top. Chuck needs to get the proper wording for these signs, as they may be built as custom signs locally. The dimensions were also discussed – it was decided that an 18” by 24” sign would be sufficient for “No Hunting.” The Bern Way warning signs should be 24” by 30” and the

signs prohibiting fireworks and open fires should be 30” by 36”. For comparison, our speed limit signs are 24” by 30”. We’re investigating an online source (roadtrafficsigns.com) and the local business Signarama.

18. State Reporting – AUP (Agreed Upon Procedures)

Smith expressed his frustration that no apparent progress has been made compiling this report. He has asked for updates from our accountants and received nothing back. The council suggested we look for another office to complete this report if no progress is made.

19. Guardrail Accident-Damage – Status Report

Geico insurance will be handling the claim from the town. Smith is still trying to get a bid for repair.

20. Water System Pump House Generator and Road Improvement Grants Status

The town has paid all fees to our grant writer – Vie Consultants, \$8000 total. The town is planning to recover this expense from the state. Marge Bowen contacted the state about reimbursement. It was noted that in November of this year, Wasatch County grants will become available.

21. Zenger-BHR Interlaken RMA Status

The current agreement has been approved by all parties, but not officially signed. We are waiting to see how Zenger’s development proceeds before completing the agreement.

22. Planning Commission – Report and Building Permit Status, Code Revisions, Felt Variance

The summary is presented below. For more details, view the attached Planning Commission report.

- Daines new construction – reached out to TO Engineers for a final inspection. Their exterior lighting is in violation of the town’s lighting ordinance and must be addressed. There is also concern about the height of the railing on the second-floor exterior deck.
- Wilcox new construction – there is no dumpster on site.
- McNaughton garage – there is an outstanding \$500 charge from Epic.
- Penman remodel – requesting their final inspection.
- Eckstrom excavation – making progress.
- Barton addition – negotiating inspection fees with TO Engineers.
- Parson new construction - waiting on a Geotech survey and details about the retaining wall.
- Felt variance request – requesting a 5 foot variance because of historical changes to their lot line. Harrigan suggested a lot line adjustment as an alternative.
- Code Revisions – PC has been understaffed, hoping to complete revisions next month.

23. Previous Action Items and Updates. No updates.

24. Other Business. None

25. Council Comments. None

26. 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 7:40 PM.

The next Town Council meeting will be held on Wednesday, April 1 at 6:00 pm, and will be held at the Town Pump House, 236 Luzern Rd.