

Minutes of the Interlaken Town Council
Wednesday, 13 October 2016, 6:30 PM
Town Pump House

1. Call to Order:

Mayor Simpkins called the meeting to order at 6:44pm.

2. Roll Call - Members Present:

Lisa Simpkins, Mayor
Scott Neuner, Council Member
Sue O’Nan, Council Member
Chuck O’Nan, Council Member

Greg Harrigan, Council Member was absent

3. Presentations: None.

4. Public Comment: None

5. Consent Agenda: None.

6. Approval of Agenda or Changes:

Motion: Council Member Neuner moved to approve the agenda as amended.

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

Discussion: no discussion

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

7. Approval of 09/12/16 Council Meeting minutes:

Motion: Council Member Sue O’Nan moved to approve the 9/12/16 Regular Council Meeting minutes.

Second: Council Member Neuner seconded the motion.

Discussion: no discussion

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

8. Chipper Day Report:

Sue reported that the chipping was completed by the contractor, Bill Visentin (Visentin Tree & Pest Control) and all sites were well cleaned up. It took 5 hours, instead of the anticipated 4 hours. The bill came to \$1,000 (\$200/hr). Sue will be reimbursed as she paid by personal check. Bart spoke with the contractor and he was reluctant to come back up to do it again. Sue would like to line up the fire department for the spring, before they get busy. Troy would like to attend one of our meetings. Bart sent a record to Sue of the hours our residents spent clearing brush.

9. Planning Commission Funding Requests:

Bill Goodall, Planning Commission Chair, spoke to the Council regarding Planning Commission business. He pointed out that some entities, eg Questar, don’t know that Interlaken is now a town. They’re not familiar with our ordinances, application process, and the rules that govern construction.

Bill mentioned that our budget does not have a line item for Town Engineer. The PC discussed about how we may use Epic Engineering for assistance in the following areas:

- Zoning map – residential, municipal zones
- Sensitive Overlay zone – slope map – research about slope %, creating a document
- Drinking Water Protection Zone – not in current code, but needs to be
- Water rights – basic research on status and permitted uses
- Refinement of codes – examples that have worked well for others: Excavation permit (for utilities), Runoff control measures
- Access to detailed international uniform code information such as:
 - Urban wildlife code
 - Electrical, mechanical, plumbing, etc.
 - Upcoming code revisions (in particular Titles 9 & 11).

A rough estimate for this work would be \$2,000 to \$3,000 over the next 6 months. These are upfront costs related to our new town status. They are not expected to be ongoing at this level. We will control the amount by using appropriate skill levels (lower fees) at Epic Engr. as well as doing some of the research ourselves.

The PC would also need some level of legal assistance for some of these items. Bill requested guidance from the Council on how to get approval for these expenditures: can they be allotted a budgetary amount, be required to ask for permission in each case, or is there another approach the Council would prefer?

Mayor Simpkins mentioned that we also need to allot funds for other projects involving Epic – road survey, water system management (electric water meters), guardrails, asphalt repair. As a town we need to prioritize which is most important.

Council Member Chuck O’Nan volunteered time to work on the road, once his work load subsides in 3 weeks.

Mayor Simpkins will reach out to Ryan at Epic and discuss these projects and develop priorities.

10. Discussion of Plan to Revise Remaining Ordinances:

We have 6 remaining ordinances that need revision. There are professionals that do this work – Amazon, may be one. Bart may look into this. It may be worthwhile to investigate some of these options. Sue O’Nan recommended that we complete the “Streets” ordinance done before winter. Scott suggested that we read the ordinance over the next week and decided whether we can modify it and adopt it. Lisa will put this title in dropbox and everyone on the council can access it and make comments. Lisa requested all finish their review by 10/21 and that we complete our revision by 11/7/16, our next TC meeting.

11. Discussion of Enforceable Parking Ordinances:

This was covered in item 10.

12. Revision to Water Rate Ordinance:

Bart mentioned that the Water Rate Ordinance, executed 11/2/15 specifies the basic water rate (\$63 per month) as well as the overage rates. We need to update to

ordinance to match our current FY2017 assessment (\$68 per month). The \$5 increase represents a proportionate increase from the FY2016 assessment: FY2016 assessment was \$1,112 per lot, FY2017 assessment will be \$1,200 per lot. Bart would like to have our town attorney review the ordinance, and verify what the proper noticing requirements are. Bart will look into this. The other issue is whether the Council wants to increase the overage charges; \$1.25/1000 gallons for next 5,000 gallons, \$1.50/1000 gallons for the next 10,000 gallons, \$2.50/1000 gallons for over 15,000 gallons. Scott would like to see a spreadsheet that lists lot by lot usage over the years. Lisa commented that many don't know how much water they use. Bart will contact Mac and get the data and build a spreadsheet. Scott suggested we may not want to change the actual overage rates, but rather the cut rates, in gallons used. We need to pass the new Ordinance before we send out the FY2017 assessment in January, 2017.

13. Town Enforcement Officer and Fine Schedule:

We have not yet advertised the position. Bart drafted a resolution that sets a fine schedule for violations of Interlaken Municipal Code. This is something that our lawyer needs to look at. Bart will send this to Tim Bywater for review. Bart also created an Interlaken Town Notice of Violation that should be reviewed by Tim Bywater. This notice is consistent with what our Municipal code states. Lisa will post the advertisement on local sites – Park City, Heber, Wasatch County. Chuck O’Nan mentioned that there are several officers that work at Promontory – the job is shared. There was a question whether off-duty officers could use their official vehicles. Bart will email Lisa the job description.

14. Animal Control Officer:

We will no longer pursue this position. We will handle enforcement with our Enforcement Officer and Wasatch County Sheriff for more urgent cases (dog bites, etc.).

15. Connor Site, Howard Site, Dugout at Pablo’s property:

Harrigan wrote in an email that the Connor road damage should be addressed. Bart offered to contact Connor and let him know that his excavator is damaging the road. Chuck O’Nan mentioned that the damage is minor, but that Connor should know that it’s not a good idea to run the Trackhoe up and down the road multiple times. Lisa will contact Howard and let him know that his site needs to be cleaned up as well. Pablo dug out a section of the road right of way to store his camper. He needed a site disturbance permit but didn’t get one. Bart pointed out that others have dug out without a permit. Lisa suggested we talk to Tim Bywater about the legal way to approach excavation violations and parking violations. Scott suggested we complete the Streets ordinance, then notify the town, warning of potential violations. Lisa pointed out that no RVs can be parked in the road right of way. Our ordinances have been in place since May 5th, and Pablo dug out the road after May 5th. We also need to button up the excavation permit process. Bart mentioned that we have to be consistent. The Council agreed that we should permit no parking in the road right of way from November 1st through April 1st anywhere in Town. We could afford to be less restrictive during the summer months. Lisa reiterated that we should get guidance from Tim Bywater, have him review our Streets ordinance and give us some guidance regarding enforcement and have him review our Streets ordinance. There was some discussion about our legal bills, related to the Watts. There was discussion about these bills, and a concern about overspending.

16. Public Comment: None.

17. Council Comments:

Lisa is keeping a spreadsheet listing ongoing issues. Lisa passed a check to Sue from Watts for \$4,250 - \$4,000 for the bond and \$250 for our permit. Lisa suggested that Sue call Ryan at Epic to understand what the check is for. Lisa sent an email to Greg Cropper re: BHR. Cropper will get with Jeff Stockman to get an explanation of what BHR owes us. Bart asked if Lisa mailed the short term rental violation letter. Lisa asked about the status of our FY2017 assessment. Bart recommended we send a letter in December telling owners what to expect, and get the assessment invoices out the first week of January. Lynette Hatch still owes some money. She's been told that she needs to pay in full by November 15th. Lisa offered to give Lynette a call.

18. Adjournment:

Council Member Chuck O'Nan moved to adjourn the meeting. Council Member Sue O'Nan seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8:10 PM.