

**Interlaken Town Council Regular Meeting Minutes
Monday, 10 September 2018, 6:30 PM – 8:00 PM
Town Pump House, 236 Luzern Rd., Midway, UT**

1. Call to Order.

Mayor Simpkins called the meeting to order at 6:34pm.

2. Roll Call – Members Present:

Lisa Simpkins, Mayor
Chuck O’Nan, Council Member
Sue O’Nan, Council Member
Greg Harrigan, Council Member

Marge Bowen, Council Member was absent

Bart Smith, Town Clerk was present

3. Presentations: None.

4. Public Comment.

Chris Burkley, 264 Big Matterhorn Circle. Chris requested that the town wait until spring to install speed bumps. He requested the town consider adding “Slow – Hill Blocks View” or “Slow – Blind Hill” signs to Big Matterhorn Way.

5. Consent Agenda: None.

6. Approval of Agenda or Changes.

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

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 8/13/18 Council Regular Meeting Minutes

Motion: Council Member Harrigan moved to approve the 8/13/18 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.

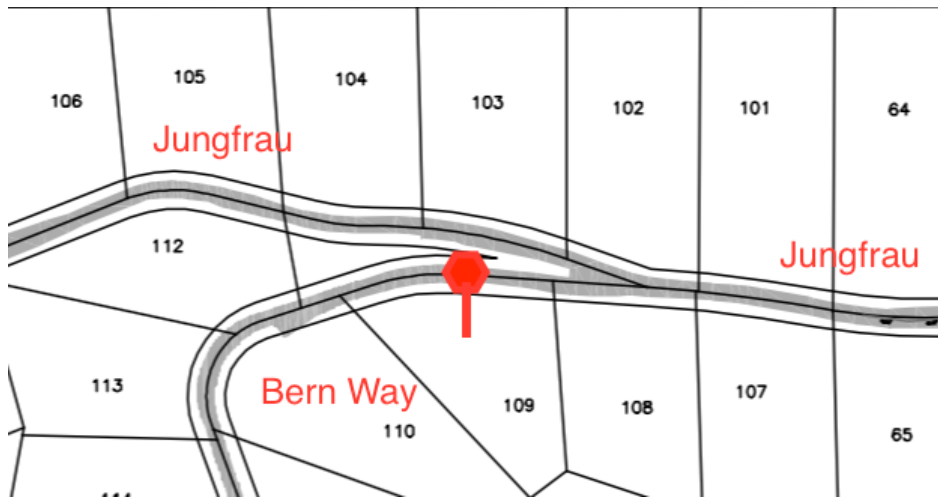
8. Road and ROW Issues

a) Status Convex Mirror Placement requests – Burkley and Holdaway lots

Chuck has ordered the convex mirrors. Chuck noted that we need to call Blue Stakes in order for Signarama to do the installation. We also need to locate the lot lines for the Holdaway property.

b) Status New Signage

Harrigan suggested we add a stop sign for Bern traffic, going east on Bern, at the 3-way intersection of Bern Way and Jungfrau:



c) Overhanging Tree Branches

Smith and Harrigan will trim these branches later this month or in early October.

d) Shoulder Repair – Excavation and Fill

Chuck will talk to an excavator from Promontory. He suggests we dig out an 8” wide, 6” deep trench, take out the gravel, and replace it with larger rock, for problem areas susceptible to washouts. Chuck will mark areas and get some bids.

e) Road Treatment – Lower Interlaken Drive, Midway

Chuck noted that Midway used a 3-step treatment tar-chip seal-tar to seal lower Interlaken Drive. Smith will contact Wes Johnson to get the contractor info.

f) Interlaken Drive View Obstruction

Rabbit grass is obstructing the view above the stop sign on Interlaken Drive. Bob Marshall agreed to cooperate with Harrigan to remove the grass.

g) Luzern Way Parking Issue – Charles Felt email regarding Luzern Way parking

The council instructed Clerk Smith to write Mr. Felt an email saying that the new parking regulations apply to all Interlaken streets, including Luzern Way.

h) Anthony King – Luzern Extension

The council agreed that Mr. King may pave the end of Luzern Road to access his lot. However, he would be need to obtain a permit and pay all associated fees. Epic would review the project. Clerk Smith will write him a letter explaining the council’s position.

9. Municipal Code Issues

a) Junk Vehicle – 276 Interlaken, Lot 037, Wade property

The council instructed Clerk Smith to write Mr. Wade a letter regarding the town’s ordinance against storing unregistered and disabled vehicles on town property.

b) Unpermitted Excavation – 299 Interlaken, Lot 060, Talbot property

The council instructed Clerk Smith to write Mr. Talbot a letter regarding permitting requirements for excavation work.

c) ROW Excavation – 335 Jungfrau, Lot 182, McLelland property

The council instructed Clerk Smith to write Mr. McLelland noting that his work in the road right of way is a violation of town ordinances, and not to repeat this. The town will restore the area to the proper condition.

d) Road Washout Debris – 268 St. Moritz, Lot 014

The washout debris below 268 St. Moritz was cleaned up. In the event there is another washout, Clerk Smith will write the lot owners a letter regarding their responsibility to clean up any debris from their lot that washed into the roadway.

Harrigan suggested we call Midway to have them clean up the area near our dumpsters. Lisa will call them.

10. Fall Meter Reading and Meter Replacements

The water masters will begin the fall meter readings in the middle of this month. The council was curious why the new meter installs will be 1” and not ¾”.

Clerk Smith will investigate.

11. Fall Chipper Day Schedule – placement of debris

It was decided that instead of chipping at individual lots, property owners would bring their chipper material to a designated location, near the pump house on Luzern Way. If someone wants a pickup at their property, the town will charge them \$20 per load. All pickups must be arranged by September 29th, one week before chipper day.

12. Planning Commission Report, Epic Engineering

Susanna Littell presented the Epic report for this month (see attachment).

- Gladwin – The planning commission has reviewed the plans and has no issues. At the PC meeting on 8/27, the commission voted to recommend approval. Epic is still working with the Gladwin’s engineer to resolve some structural issue. Susanna and the PC recommended that the council allow the Gladwins to go forward with excavation, and approve the permit when Epic has resolved any outstanding structural issues.

Motion: Council Member Harrigan moved to approve the Gladwin permit, pending approval by Epic Engineering, and allowing excavation to proceed at this time.

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

Discussion: no discussion

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

- Connor – CO was issued, and deposits were refunded. It was noted that the completion deposit should not be refunded until the permit is closed. In this case, the Connors are still doing excavation, and have not completed all work. We need to change the materials describing the process. When all construction is complete, including all excavation, and the permit is closed, a letter should accompany the completion deposit refund stating that no more construction activity is allowed, unless a new permit is issued.
- Sheldon – project is proceeding nicely. Exemplary job site.
- Daines – still no SWPPP fence. Susanna has been in contact with Epic and Daines. Daines has promised to repair the fencing immediately. Also, there needs to be a dumpster onsite, and the gravel pile in the road right of way needs to be relocated out of the ROW.
- Howard – construction is progressing. Question was raised regarding whether their permit has expired, and what the town’s policy is regarding expired permits. Council requested Smith call the Howards to get an estimated completion date.
- Frank – passing inspections and proceeding. Chris Burkley noted that some of their trash spills out into the road. He will call Toby, the contractor.
- Duers – It was noted that the Duers received a CO from Wasatch County.

13. General Plan Status Update

The planning commission has received Mayor Simpkin's comments and have completed their first draft. Susanna requested that the survey results be included in the GP in condensed form – just the check box question results, and not the comments. The GP does reference this survey. Simpkins noted that some of the questions in the survey are not related to the GP. The PC will remove the questions not related to the GP, and send that draft to MAG for review. When they get it back from MAG, they'll send it to clerk Smith for posting, for a 2 or 3 week comment period. The PC will complete their draft with MAG input by October 1, the next council meeting. There will be a 3 week review period, and the PC hearing will be held on October 22 at 6pm. The TC could adopt it at their meeting on November 5th.

In summary: GP public hearing Oct 22 at 6pm, then the PC meeting immediately following. General Plan posted on Oct 1st. Comment period, Oct 1 through Oct 19, 5pm. All comments will go to Clerk Smith, and will be forwarded to the PC. The council meeting will be held on November 5, for final approval and adoption.

Mayor Simpkins will invite Bob from MAG to facilitate the GP hearing.

14. Previous Action Items Status- Town Council 2018-08-13

Bart Smith

- a. Contact Amigo Properties and setup shoulder clearing – include Big Matterhorn and Edelweiss. **Sent email.**
- b. Write letter to Hora-Cook regarding their landscaping in the road ROW. Have them sign an agreement confirming their understanding of the town's right to control activity in the ROW. **Done. Agreement not necessary.**
- c. Draft a resolution with changes to Section 6.02.010 Parking at Shoulder. **Done.**
- d. Draft a letter to the Olivers regarding the debris spilled from their driveway onto Big Matterhorn Way. **Done.**
- e. Write a letter to DeBrusk and Hawkins regarding exterior lighting. **Done.**
- f. Draft a resolution to amend the fees collected by the town for road impact fees. **Done.**
- g. Ask water masters why 1" meters will be used for new construction. **Done.**
- h. Check with Epic to see if Connors are paid in full. Have Epic issue a CO if paid in full. **Done.**
- i. Instruct Epic to move ahead with Gladwin garage plan review. **Done.**
- j. Revise language in permit applications regarding new construction versus remodels. **Done.**

Lisa Simpkins

- Follow up with contractors for traffic study. **Lisa spoke with with Josh at Epic – he will get pricing for the traffic study.**

Susanna Littell

- a. Draft code language for landscaping and excavation permits. **Susanna is investigating, looking at Timberlakes code for ideas.**
- b. Remove Public Lands Zone section and revise Municipal Zone language in the General Plan. **In progress.**

Greg Harrigan

- Contact Bob Marshall regarding removal of overgrown sage brush on corner of Interlaken. **In progress.**

15. Other Business. None.

16. Public Comment. None.

17. Council Comments. None.

18. Adjournment

Council Member Chuck O’Nan moved to adjourn the meeting. Council Member Harrigan seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:08 PM.

The next Town Council meeting will be held on Monday, October 1st, at 6:30pm, at the Town Pump House, 236 Luzern Rd.