

Minutes of the Interlaken Town Council
Monday, 9 May 2016, 6:00 PM
Midway Town Hall

1. Call to Order:

Mayor Pro Tem Simpkins called the meeting to order at 6:05pm.

2. Roll Call - Members Present:

Lisa Simpkins, Mayor Pro Tem
Greg Harrigan, Council Member
Sue O’Nan, Council Member
Scott Neuner, Council Member

3. Presentations: Ryan Taylor from Epic Engineering spoke about Epic’s role in acting as Town Planner, Permitting, and Inspection authority. Ryan mentioned that Epic is flexible in the degree to which they participate in the building and land use activities of local towns. They can do more or less according to the needs of the town.

4. Public Comment:

There was a question from the public about the fee schedule for building projects. Simpkins listed the Interlaken fee schedule for new construction, remodels, additions, and demolitions as follows:

Application fee	\$250
Water connection fee	\$200
Road impact fee	\$2500
Road damage deposit	\$2500 (refundable minus additional road damage costs)
Completion deposit	\$1500 (refundable upon certificate of occupancy)
TOTAL	\$6950

There was a question from the public about Epic’s fees. Ryan explained that Epic Engineering charges their own fees for plan review and inspection based on the valuation of the project, the square footage. It basically mirrors Wasatch County or other cities in the area. The minimum fee for plan review is about \$300 for a small remodel. Inspections are roughly \$75 to \$100 each. Additions are a bit harder to estimate. You can add a large addition that doesn’t require many inspections, or add a small kitchen that requires a large number of inspections.

There was a question from the public about Epic’s fee for inspecting a solar panel installation. For a solar panel installation, Epic has been charging \$250 for the town of Daniels, which about half of what the county charges.

There was a question from the public about how the fees and deposits will handled in the Town’s accounts. Lisa explained that there is a separate account for all building projects. The deposits will be kept in that account until refunded. The application fee will be transferred into the General fund, the water connection fee into the Water revenue fund, and the road impact fee into the road contingency fund.

There was a comment from the public regarding a house built on Bern Way that had 2 major land use violations that were not picked up by any plan review. Harrigan pointed out that Wasatch County approved those plans over the objections of Interlaken. The builder put dirt on the road and left it there. Harrigan suggested we go to the county and

seek a solution. Simpkins mentioned that any dirt left on the road represents a violation of Town Municipal code, so that we may be able to act on that. We did not take a deposit from the builder for that project.

5. Consent Agenda: None

6. Approval of Agenda or Changes:

The posted agenda was changed only in order, to move the appointment of mayor to earlier in the meeting.

Motion: Council Member Harrigan moved to approve the agenda as ammended.

Second: Council Member O’Nan seconded the motion.

Discussion: no discussion

Vote: The motion was approved with the Mayor Pro Tem and the Council Members unanimously voting Aye.

7. Approval of 4/18/16 Council Meeting minutes:

Motion: Council Member O’Nan moved to approve the 4/18/16 Regular Council Meeting minutes.

Second: Council Member Neuner seconded the motion.

Discussion: no discussion

Vote: The motion was approved with the Mayor Pro Tem and the Council Members unanimously voting Aye.

8. Appointment of Mayor & Announcement of Open Council Seat:

Town Clerk Smith noted that a notice was sent out over 2 weeks ago announcing the open position for mayor. No applications have been received to date, well past the deadline. Fortunately Lisa Simpkins has agreed to stay on as mayor, upon approval of the Council. If approved, Lisa would serve as mayor until January 1st, 2018. An election for mayor will be held in November 2017, to be seated January 1st 2018. If Lisa is appointed as mayor, it would open a vacant seat on the Town Council. In that case, an announcement will be sent out for the open position on the council.

Motion: Council Member Harrigan moved to approve Lisa Simpkins, Mayor Pro Tem as Interlaken Mayor.

Second: Council Member Neuner seconded the motion.

Discussion: no discussion

Vote: The motion was approved with Council Members Harrigan, O’Nan, and Neuner unanimously voting Aye.

9. A Contract Between Epic Engineering and Interlaken Assigning Epic Engr. to Serve as Town Planner for Interlaken:

Mayor Simpkins opened the floor for discussion. There was a question from the public whether the Interlaken Town Attorney had reviewed the contract between Interlaken and Epic. Ryan pointed out that the “contract” that will be approved by the Interlaken Council is just a resolution assigning the role of Town Planner to Epic. This contract was written by the Interlaken attorney. There is another contract, originating from Epic, which stipulates the details of the agreement between Epic and Interlaken. This contract is currently under review by the Interlaken town attorney. Greg Cropper, from the public, noted that the expenses incurred by using Epic will be paid in full by the applicant, not

the town. Harrigan pointed out that as a town, we don't have the expertise to do the plan reviews and inspections. We had to either use the County or go to an outside contractor, like Epic. Epic comes highly recommended, and seems to be as cost effective as any other solution.

A member of the public voiced their concerns about repeating the situation on Bern Way, where a builder violated the Town setbacks. Harrigan replied by saying that people cannot just bulldoze over us. The town has the final say over approval. Epic reviews the plans, and gives the town their recommendation. Interlaken will have its own Planning Commission, for which we need volunteers. Greg Cropper and Bob Marshall have already volunteered. Ryan pointed out that Epic works for the town. The town issues the permit, not Epic.

The contract was approved by the Council, and will be signed after adjournment of the meeting.

10. A Resolution Approving the Interlaken Fee Schedule:

Mayor Simpkins read the resolution to the group. The details of the schedule can be found in agenda item 4. from these minutes.

Motion: Council Member Harrigan moved to approve Resolution No. 2016-05-09 Establish Fee Schedule

Second: Council Member Neuner seconded the motion.

Discussion: no discussion

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

11. Call for Volunteers:

The town is looking for volunteers for the Planning Commission, Road Committee, Water Committee, Fire Committee, and Neighborhood Watch. There is a sign-up sheet here at the meeting.

12. Financial Matters: None.

13. Public Comment: None.

14. Council Comments:

Harrigan thanked all those in attendance for coming and suggested that they tell their neighbors about these volunteer committees. He feels Interlaken is the best neighborhood in the valley, but we need people to help out. It's too much work for a handful of people.

15. Adjournment:

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

The meeting was adjourned at 6:29 PM.

The Public Hearing on Land Use will begin in 5 minutes. The Council Meeting will reconvene after the Public Hearing.

16. Council Meeting Reconvenes:

Mayor Pro Tem Simpkins called the meeting to order at 8:13pm.

Approval of ordinances: Title 9 Building & Construction and Title 11 Land Use.

Motion: Council Member Harrigan moved to approve Title 9

Second: Council Member Neuner seconded the motion.

Discussion: no discussion

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

Motion: Council Member Neuner moved to approve Title 11

Second: Council Member Harrigan seconded the motion.

Discussion: no discussion

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

17. Adjournment

Council Member O’Nan moved to adjourn the meeting. Council Member Neuner seconded the motion. The motion passed unanimously.

The meeting was adjourned at 8:16 PM.