

**Interlaken Town Council Regular Meeting Minutes**  
**Monday, 13 August 2018, 6:30 PM – 8:45 PM**  
**Town Pump House, 236 Luzern Rd., Midway, UT**

**1. Call to Order.**

Mayor Simpkins called the meeting to order at 6:36pm.

**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  
Bart Smith, Town Clerk

**3. Presentations:** None.

**4. Public Comment.**

Chris Burkley, 264 Big Matterhorn Circle. Chris requested that the town include Big Matterhorn Circle when a crew returns to weed whack the shoulders. Clerk Smith will contact Amigo Properties to set up a date for shoulder clearing and make sure Big Matterhorn Circle and Edelweiss are cleared. Chris also noted that the rain storms have left a lot of debris on the road. Chuck O’Nan responded that our contractor was supposed to put larger rock on the steeper slopes and failed to do so. Attempts were made to contact Epic and have the work done correctly and none were successful.

Tracy Henry, 328 Bern Way. Tracy noted that a Toyota Corolla has been parked on Bern Way and has no tags and appears to be abandoned. The council is considering contacting Wasatch County to have it towed as an abandoned vehicle.

**5. Consent Agenda:** None.

**6. Approval of Agenda or Changes.**

Clerk Smith requested the agenda be amended to include Status on Previous Action Items, as a new item 15.

**Motion:** Council Member Harrigan moved to approve the amended agenda.

**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 6/18/18 Budget Hearing and Council Meeting Minutes**

**Motion:** Council Member Chuck O’Nan moved to approve the 6/18/18 budget hearing and council meeting minutes.

**Second:** Council Member Harrigan seconded the motion.

**Discussion:** no discussion

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

**8. Approval of 7/2/18 Council Regular Meeting Minutes**

**Motion:** Council Member Sue O’Nan moved to approve the 7/2/18 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.

## 9. Road and ROW Issues

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

Chuck O’Nan investigated Chris Burkley’s request to add a convex mirror at the top of Big Matterhorn Circle to be able to see oncoming traffic. Kids jump their cars over the hill creating traffic hazards. People also drive down the street because they don’t realize it is a dead end. Chuck presented an estimate for a 26 inch convex mirror and additional 20 mph speed signs from Signarama (see attachment) totaling \$859.47. The Holdaways also requested a mirror for their street. The council agreed, and added the idea of installing a dead end or no outlet sign for Big Matterhorn Circle. Chris suggested we add speed bumps as well. Harrigan noted that we have some already. Chuck O’Nan suggested we use special bolts that allow them to be removed. The council discussed the expenditure and made the following motion:

**Motion:** Council Member Harrigan moved to approve the expenditure for the convex mirrors and speed limit signs.

**Second:** Council Member Bowen seconded the motion.

**Discussion:** no discussion

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

### b) ROW landscaping – Cook

Clerk Smith showed photos of the landscaping the Cooks had done in front of their home on Interlaken Drive in the town’s road right of way. It was noted that the town needs to know when work in the ROW is being done, and may at any time require the lot owner to remove any landscaping or structures placed in the ROW, at the owner’s expense. Harrigan suggested the town write them a letter informing them that the ROW is town property, and the town reserves the right to have the landscaping removed. The town, it was noted, is also not liable for any damages done to those improvements through snow removal or other maintenance tasks. Harrigan also suggested that the Cooks sign an agreement explaining these conditions. Susanna Littell of the planning commission offered to review and draft language for a landscaping and excavation permit.

### c) Parking Regulations, Parking on Roadway (335 Bern)

The council discussed ideas for revising Section 6.02.010 “Parking at Shoulder,” from Title 06 Town Streets. The current language allows vehicles to be parked on the asphalt surface, creating narrow lanes and safety hazards. The council agreed to change the language to the following:

#### **Section 6.02.010 Parking at Shoulder**

It shall be unlawful to stand or park any motor vehicle in a street other than in an orientation parallel with the shoulder and it shall be unlawful to park any vehicle with any wheels extending more than twelve inches (12”) from the road edge onto the road surface. Vehicles in violation of this infraction shall be removed and impounded at the owner’s expense. The cost of impoundment and removal shall be charged to the owner or any person who claims the impounded motor vehicle. Any motor vehicle, motor home, boat or trailer which is moved from a parking spot and then re-parked on the same street within 24 hours from the time of said removal shall be deemed to have been continuously parked for the purposes of this chapter.

**Motion:** Council Member Harrigan moved to revise Section 6.02.010 as stated, above.

**Second:** Mayor Simpkins seconded the motion.

**Discussion:** no discussion

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

Clerk Smith will draft a resolution stating the above modification and have it signed by the mayor.

d) Erosion Issue at 268 St. Moritz

Shelli Gladwin spoke about the debris being washed into the road from the dirt driveway at 268 St. Moritz, lot 014. This represents a violation of municipal code, as represented by sections 9.05.080 and 9.05.090. Although this code applies to activities under issuance of a site disturbance permit, it is thought it would also apply to any persons who are responsible for debris in the road way.

**Section 9.05.080 Prohibited Activities**

The following activities are prohibited and unlawful, and shall be considered a nuisance under Interlaken Town law, regardless of whether or not the violator has a Site Disturbance Permit:

A. Covering the Right of Way. Covering any portion of the road Right of Way with mud, dirt, debris or material and failing to remove the mud, dirt, debris or material before leaving the site. In no case shall the mud, dirt, debris, or other material be left overnight.

**Section 9.05.090 Mud, Dirt, Materials, and Debris on Public Roads**

A. Clean-up Required. Any person or entity that tracks, spills, deposits, discharges or drops any mud, dirt, debris, or other material on a public road or a public right-of-way within the Town must remove the mud, dirt, debris, or other material by the end of the work day on which it was left on the road or right-of-way. Failure to do so shall be a violation of this ordinance and shall also be considered a nuisance that may be enforced and/or abated pursuant to Town ordinance. The requirement to clean mud, dirt, debris, or other material from roads and the right-of-way applies regardless of whether or not the responsible parties are acting pursuant to a Site Disturbance Permit.

The council requested that Clerk Smith send a certified letter referencing the code and subsequent violation, and give the lot owners 2 weeks to remove the material from the road way.

**10. Gladwin Garage Project – road impact fee**

The Gladwins requested that the road impact fee for their permitted garage construction be reduced due to the fact that the impact will be quite low. The structure itself is small, and excavation and the amount of concrete used will be significantly less than for construction of a home. The council agreed that it would like to reserve the right to reduce road impact fees for projects with little potential impact to the Interlaken road system. The Gladwin's garage was such a case. It was decided that the council would look at cases individually and decide whether to lessen the road impact fee from a maximum of \$2500, to a lesser amount, based on the size and scope of the project.

**Motion:** Council Member Sue O’Nan moved to amend Resolution 2017-11-06 to allow the council to adjust the Road Impact Fee based on the size and scope of the proposed construction activity. The current Road Impact Fee of \$2500 shall be set as the maximum fee.

**Second:** Council Member Harrigan seconded the motion.

**Discussion:** no discussion

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

The council requested Clerk Smith to draft the language for a resolution to amend the fees.

**Motion:** Council Member O’Nan moved to set the Road Impact Fee for the Gladwin garage construction to \$1250.

**Second:** Council Member Bowen seconded the motion.

**Discussion:** no discussion

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

## 11. Meter Replacements - schedule

Clerk Smith presented the estimates from the water masters for new meter installations (new construction), and existing meter replacements for FY2019 (see attachment). The water masters indicated that installations for new construction will use Sensus 1" ipearl meters. Current 3/4" meters will be replaced with the new 3/4" Sensus meters. The cost for the materials for an old 3/4" meter with the new Sensus 3/4" meter is estimated to be \$241 for each 3/4" meter installation, including the meter, the Sensus housing assembly, the meter lid and the PRV. An additional \$75 per meter is the estimate for Jason's labor costs, totaling \$316 per meter. With a budget of \$4700 for replacements, the town can replace 15 meters this fiscal year. Harrigan asked why new construction requires a 1" meter. Smith will find out why and report back.

## 12. Planning Commission Report, Epic Engineering

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

- Howard – continuing work, no updates.
- Connor – all inspections complete, ready to be issued a CO, once all Epic fees have been paid. Smith will check with Epic to see if they are paid in full and have them issue a CO.
- Sheldon – proceeding, job site very clean and well maintained.
- Daines – storm water control measures not adequate. Epic will look into it.
- Gladwin – road impact fee was reduced to \$1250. Clerk Smith will notify Epic to move ahead with plan review.

## 13. General Plan Status Update

After revisions by the planning commission and council, the general plan page count has been reduced to 20 pages plus supporting materials. Simpkins suggested the pc remove the Public Lands Zone section and modify the Municipal Zone language.

## 14. Financial Matters

Clerk Smith requested that the council amend the FY2019 budget to move revenue collected as line 12, "New Owner Transfer Fees" in the General Fund, to line 95C in the Water Revenue fund. Since most Title companies issue a single check to pay the seller/buyer balance for water fees, normally deposited into the Water Revenue Fund, as well as the new owner transfer fee which has been budgeted as General Fund revenue, it is impractical to split the check for two deposits into two different funds.

**Motion:** Council Member Harrigan moved to move revenue collected as New Owner Transfer Fees from General Fund revenue to Water Revenue Fund revenue.

**Second:** Council Member Bowen seconded the motion.

**Discussion:** no discussion

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

## 15. Previous Action Items Status

### Action Items from 7/2/18 Meeting

Lisa:

- Contact MAG/Alta for estimates on median painting, check with Midway to see who's doing a traffic study on Interlaken Dr. Mayor Simpkins noted that the study showed drivers doing over 90 mph and that Interlaken had over 800 cars. Simpkins recommended the town spend \$800 to do our own traffic study. Smith recommended we place counters on several streets to get more realistic data about how our roads are used and help with our reserve study. Simpkins noted that we can get several counters for that fee. Simpkins will research this issue more.

Bart:

- Review agreements for new construction and remodels and suggest revisions and include PC in future revisions. Done.
- Contact MAG (Shawn Seager) to find out about reserve studies for roads and water. Smith emailed him.
- Get a list from Wasatch County about who owes taxes. Done. Smith noted that those who have not paid Wasatch County taxes also have not paid their Interlaken water bill. These properties are currently for sale.
- Obtain bids from other contractors for chipper day. On hold.
- Get a bid for removing dead wood from town property. On hold.
- Send a signed letter from the Mayor regarding outdoor lighting violations and a copy of the ordinance to DeBrusk and Hawkins. In progress.
- Begin census materials. In progress.
- Identify Hawkins meter location. Done.

**16. Other Business.** None.

**17. Public Comment.** None.

**18. Council Comments.**

Harrigan would like to post signs prohibiting parking in Interlaken for hunter seeking access to Wasatch Mountain State Park.

**19. Adjournment**

Council Member Harrigan moved to adjourn the meeting. Council Member Bowen seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:45 PM.

The next Town Council meeting will be held on Monday, September 10th, at 6:30pm, at the Town Pump House, 236 Luzern Rd.