

**Minutes of the Interlaken Town Council**  
**Wednesday, 29 June 2016, 7:00 PM**  
**Town Pump House**

**1. Call to Order:**

Council Member Neuner called the meeting to order at 6:39pm. Note that the council meeting began early because the prior Public Hearing, scheduled to end at 7:00pm, ended early. Mayor Simpkins was not present, so council member Neuner chaired the meeting.

**2. Roll Call - Members Present:**

Greg Harrigan, Council Member

Sue O’Nan, Council Member

Scott Neuner, Council Member

Lisa Simpkins, Mayor, was absent

**3. Presentations:** None.

**4. Public Comment:** None. No one from the public was present.

**5. Consent Agenda:** None.

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

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

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

**Discussion:** no discussion

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

**7. Approval of 06/06/16 Council Meeting minutes:**

**Motion:** Council Member O’Nan moved to approve the 6/6/16 Regular 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. Swearing in of Scott Neuner as Council Member.** Town Clerk Smith swore in Scott Neuner as Council Member.

**9. Open Town Council Seat:**

No candidates have stepped forward to fill the vacant council seat. The current council members haven’t found any interested candidates. It is still a possibility that Chuck O’Nan could serve.

**Motion:** Council Member Harrigan moved to extend the search for a council member until the August council meeting.

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

**Discussion:** no discussion

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

**10. Chipper Day and Summer Road Maintenance:**

Greg phoned Mayor Lisa Simpkins and had her join the meeting via cell phone. Lisa

reported that she contacted Spectrum Landscaping and Green and Greener but heard nothing back. She also contacted SuperDave and he said that it was cheaper for him to collect the debris and take it to the dump rather than chip it. Sue contacted Fire Warden Troy Morgan regarding chipping. He wasn't clear whether the department still had money to come out and chip for Interlaken. If they don't have any money, he will give us some references for other contractors. Troy Morgan wants to be placed on the August agenda. He wanted to speak to us about the matching grant funds for hours spent on clearing of debris and burnable material in the neighborhood.

Although we haven't been able to find a contractor, it was decided that we should continue to pursue this and honor our commitment to the town to collect the chipper piles. Sue offered to email Troy and see if we could pay the fire department to it. Greg offered to contact SuperDave again and help find someone.

Greg mentioned that we also need to make it clear to the community that fireworks are not allowed in the town and that there is a \$1000 fine. We need to send out an email notifying the town.

#### **11. Animal Control Officer:**

Lisa reported that the County assesses a fee to use their animal control services. They will establish what that amount would be for our town. In the short term, our enforcement officer could handle noise complaints and dog bites could be handled by Wasatch County Sheriff. The council agreed that for now it wasn't necessary to appoint an animal control officer. It is sufficient that the Wasatch County Sheriff could be called in case of dog bites and other egregious offenses, and our local enforcement officer could be called to handle public nuisance complaints (noise, dogs off leash, etc). Lisa will pursue a conversation with Wasatch County to use their services.

#### **12. Town Enforcement Officer and Fine Schedule:**

Greg spoke with Lt. Gardner from the Wasatch County Sheriff's department and he strongly recommended that we hire a post-certified officer who would have police powers even while off duty. We need to establish a job description, how many hours we require, and a salary. Greg suggested that we weigh our expense towards the summer months. Sue will find out what they pay their officers in Promontory. Scott offered to draft the job description.

#### **13. Committees and Volunteer Status:**

Lisa sent an email to all those that volunteered and asked them to attend the next council meeting in August. Rich Miller has offered to act as our Appeal Authority. Greg mentioned that he would be a great candidate to chair the Roads committee as well. Mason Osborne would be willing to work for hire on the roads committee. This may be a good alternative since we can't get the volunteer help that we need. Scott suggested we have Rich take charge of finding the resources to survey the roads, and then have him decide whether we need to hire additional resources. David Lee also volunteered to help with roads. Greg will contact Rich to find out if he's willing to take on the leadership role for the roads.

#### **14. Setting Next Planning Commission Meeting Date & Agenda:**

Lisa brought up her concern that we don't have a mechanism in our ordinances that allows us to issue a stop work order for building projects that don't comply with our

codes. She also brought up the issue about property owners making agreements with the utility companies regarding placement of services, outside the jurisdiction of the town. She mentioned that it is important that the town be a party to these agreements, and that these projects follow the guidelines and ordinances for building in the town. These are both issues the planning commission should address.

Greg asked how we could expedite the process of appointing planning commission members and replacing council members who are acting in this role. It was decided that the new planning commission members should be here to be appointed at the next meeting in August.

Clerk Smith mentioned that the next planning commission meeting has not yet been scheduled. It was decided that we would hand over any future building applications, eg Steve Connor, to the new planning commission and have them set dates for their next meeting.

The council also discussed state grant money available for infrastructure. This is something that we could hand over to Rich Miller to investigate as it pertains to our roads.

#### **15. Building Issues:**

Epic will do onsite inspections on all future building projects. This change was due to the issue with Steve Wilson's power line placement, which caused a disruption to the internet service for a portion of the town.

Clerk Smith brought up the requirement for an elevation certificate for any structure on a 5% grade or more with a height of 30 feet or more. The council agreed with this requirement, but decided the wording of the ordinance should be reviewed by the Planning Commission.

#### **16. Community Concerns:**

The sofa up by the water tank needs to be removed. Greg and Clerk Smith will get a key from Mac and remove it.

A barricade has been placed on Big Matterhorn to help prevent reckless driving.

The cell tower on the Hunter property was installed a couple weeks before we enacted our ordinances according to Chris Burkley. Harrigan suggested we have our lawyer write a letter to the owner mentioning that we don't allow cell towers in the town. Clerk Smith offered to write a letter to the owner and find out when it was constructed and who the cell provider company is.

#### **17. Financial Matters:**

Trees have grown up in the path of the telemetry system that communicates water height from the tanks to the pumps. Because of this obstruction, our pump system is not operating at full capacity. Mac has suggested we have an upgrade of the system to fix this problem by installing a repeater near the gate.

We have a bid from Top Coat for top coating our roads, around \$58K. This does not include crack sealing. Lisa will send them an email requesting an additional bid for the crack sealing. We put \$80K in the budget for next year's road improvement. This is a surplus in the budget (revenue over expenses) and it looks as though it will be sufficient

to cover top coating, crack sealing, and possibly and asphalt repairs.

There are 3 homeowners who are still delinquent with their 2016 assessments: Duffy (\$2,224), Branca (\$75), and Hatch (\$1387). Duffy has agreed to pay his bill in full by the end of July. He has been charged only \$25 in late fees so far. Clerk Smith made an agreement with him that no further late fees will be charged if he meets this deadline. Branca agreed to pay his late fees 2 months ago but never followed through. The council recommended that he continue to be charged late fees until paid in full. Hatch owes a combination of a past due 2015 assessment, partial 2016 assessment, as well as late fees. She originally promised to pay by May 15<sup>th</sup>, and has received 3 delinquency notices for a total of \$75 in late fees. Greg mentioned that it would be a potential fire hazard to turn off her water during this dry season and that we should not turn off her water as a safety concern. The council decided that she be given some latitude and that her water not be shut off, but that she continues to be charged late fees until paid in full. Sue will reach out to her to find out more about her situation.

Greg Cropper is still working on the Burgi Hill Ranches situation. He is trying to get a list of those involved to see if he has a conflict of interest.

Approval of FY2017 budget:

**Motion:** Council Member Harrigan moved to approve the FY2017 budget as presented to the town and discussed at the public hearing.

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

**Discussion:** no discussion

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

**18. Public Comment:** None.

**19. Council Comments:** Sue suggested we set up a date for our next meeting. Scott is not available until August 16<sup>th</sup> or later. Greg is not available until August 12<sup>th</sup>. Sue is leaving August 16<sup>th</sup>. Clerk Smith will coordinate schedules and get a date.

**20. Adjournment:**

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

The meeting was adjourned at 7:58 PM.