

Interlaken Town Council Regular Meeting Minutes
Tuesday, 17 December 2019, 7:37 PM – 9:23 PM
Town Pump House, 236 Luzern Rd., Midway, UT

1. Call to Order.

Council Member Justin Hibbard called the meeting to order at 7:37pm.

2. Roll Call – Members Present:

Chuck O’Nan, Council Member
Marge Bowen, Council Member
Justin Hibbard, Council Member
Sue O’Nan, Council Member

Greg Harrigan, Mayor was absent

Susanna Littel, Planning Commission member was present
Bart Smith, Town Clerk was present

3. Presentations: None.

4. Public Comment: None.

5. Consent Agenda: None.

6. Approval of Agenda or Changes.

The agenda was amended to include a discussion of proposed new signage, and added to item #16, Other Business.

Motion: Council Member Sue O’Nan moved to approve the amended agenda, adding the proposed signage issue to agenda item 16.

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

7. Approval of 10/14/19 Council Regular Meeting Minutes.

Motion: Council Member Chuck O’Nan moved to approve the 10/14/19 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.

8. Discussion and Approval of Water Master Pay Increase.

In response to a request from Trent Davis and Brady Probst, the council discussed their request for a pay increase of \$200 each per month. See the attached email and notes.

Motion: Council Member Bowen moved to approve a \$200 per month each pay raise for the town water masters..

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

Discussion: no discussion

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

9. Epic Invoice Discussion and HVSSD Impact Fees.

Clerk Smith reported that he will be meeting with Josh Call of Epic later this month to discuss transfer of documents to TO Engineers as well as past and current Epic invoices. Smith also noted that he was contacted by Dennis Gunn, a representative from Heber Valley Special Services district, and notified that the lot owners who have added new connections to the Midway sewer system are delinquent in payments of impact fees. These fees are typically paid upon issuance of a CO, and collected by MSD or HVSSD. The town was not aware of its responsibility towards notifying those with permits for new construction. The fees only apply to new construction, when adding a connection to the sewer system. Smith has notified TO of this issue, and a line item will be added to the invoice for permit billing. This line item will just make note of this fee, and direct them to HVSSD for payment. Parsons, the first new build under TO, has been notified. The Wilsons have already paid this fee. Other Interlaken lot owners who have been issued new construction permits include H. Ball, Connor, Daines, Wilcox, and Parsons. Smith shared contact information with Gunn for each of these lot owners. HVSSD will bill them each directly for the amount owed, currently \$2179. The Duers and Hawkins builds were permitted through Wasatch County and were not under the scrutiny of the town.

10. Town Council 2020 Meeting Schedule

Clerk Smith proposed the following meeting schedule for Calendar year 2020:

2020 Calendar Year Interlaken Town Council Meeting Schedule		
Date	Weekday	Time
01/13/20	Monday	6:00 PM
02/03/20	Monday	6:00 PM
03/02/20	Monday	6:00 PM
04/06/20	Monday	6:00 PM
05/04/20	Monday	6:30 PM
06/01/20	Monday	6:30 PM
07/06/20	Monday	6:30 PM
08/03/20	Monday	6:30 PM
09/01/20	Tuesday	6:30 PM
10/05/20	Monday	6:30 PM
11/02/20	Monday	6:00 PM
12/07/20	Monday	6:00 PM

Motion: Council Member Sue O’Nan moved to approve the proposed 2020 council meeting schedule.

Second: Council Member Bowen seconded the motion.

Discussion: no discussion

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

11. Guardrail-Damage Accident Report Status

Clerk Smith noted that he still hasn’t received a report for the Bern Way accident on 10/14/19. He will escalate his request up the chain of command at the Wasatch County Sheriff Office. See attachment for more details about his requests.

12. Water System and Road Improvement Grants Status

Marge Bowen reported on the grant progress and noted that it was going smoothly. The deadline for grant submission is January 31, 2020, estimated approval date is June 2020, and funds would be

available in December 2020. Since the funds wouldn't be available until December, Smith asked if the funds could be spent prior to receipt in order to complete the project earlier. Marge will look into those restrictions. If the grant is awarded, monthly reporting will be required. Marge will also continue to look into grants from Wasatch County. See her attached email for more information.

13. Zenger – BHR Interlaken RMA Status

Smith reported that Mayor Harrigan had signed a letter that the town is in agreement with Zenger regarding shared use of Interlaken Drive. The final RMA is still being finalized. Interlaken has included a \$50 per occurrence fine for any construction vehicle caught using Interlaken Drive to access the Zenger development. Sue O'Nan suggested we alert the town and have them report any misuse to the council. Smith suggested a surveillance camera as an option.

14. Planning Commission – Epic Report and Building Status, Howard Water Meter

Susanna Littel reported on the activities of the planning commission and updated the council on current building activities.

The planning commission is currently rewriting language in our building code. The main issues being addressed include: increasing unpermitted landscaping activity from 100 sq ft to 400 sq ft, addressing bank cuts in excess of 4 feet, as well as accessory buildings with large overhangs that have fallen under the minimum sq footage required for a permit. The PC also received public input regarding seasonal signage, speed bumps, and better chairs for the PC meetings.

Here is a summary of ongoing building and permitting issues:

- Barton Remodel – Epic will issue the permit once the inspection fees are paid in full. TO will do the inspections. Smith will contact Barton to clarify the fees he owes the town.
- Ekstrom Excavation – they have submitted plans to Epic for the revised retaining wall structure which is in excess of the original design of 4 feet. Dave Collette will do the final inspection through Epic.
- TO Engineering has requested building history records from Epic. Smith will facilitate.
- Parsons New Build – TO has started their plan review
- Daines – they want to store waste in the garage until spring instead of using an outside dumpster. Chuck O'Nan noted that they are missing the required waddle for SWPP compliance.
- Ball New Build – construction is progressing. There have been many vehicles parked on the street, creating some blockage. They should be cleared out by tomorrow.
- Wilcox New Build – the damage to the driveway across the street has been repaired by Eckles. The concrete washout may not be setup, and a spill onsite is noticeable.
- Frank Demo and Rebuild – question of whether a CO could be issued.
- McNaughton Remodel - question of whether a CO could be issued.

15. Previous Action Items and Updates. No updates.

16. Other Business – Proposed Signage.

Justin Hibbard presented his work investigating and proposing new signage in Interlaken. His report is attached to these minutes. Justin identified 22 sites within town where signs should be replaced or added. As a start, the town will add two signs on Bern Way to warn motorists of steep curves and one sign on the Bern Way cutoff noting the narrow shoulder and steep bank. It was also suggested we look into the source for no hunting and no fireworks signs identified by Clerk Smith at the last council meeting - www.roadtrafficsigns.com

17. Council Comments. None

18. Adjournment

Council Member Bowen moved to adjourn the meeting. Council Member Sue O’Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:23 PM.

The next Town Council meeting will be held on Monday, January 13th, at 6:00pm, at the Town Pump House, 236 Luzern Rd.