

**Minutes of the Interlaken Town Council  
Monday, 10 August 2015, 6:30 p.m.  
Interlaken Pump House**

**1. Call to Order: Opening Remarks**

Mayor Headley called the meeting to order at 6:30p.m.

**2. Roll Call: Members Present**

Larry Headley, Mayor  
Herb Bowen, Council Member  
Greg Harrigan, Council Member  
Sue O’Nan, Council Member  
Lisa Simpkins, Council Member

**3. Approval of Town Council Meeting Minutes**

Mayor Headley asked for approval of the Interlaken Town Council Meeting minutes from 07/13/2015.

**Motion:** Council Member Harrigan moved to approve the minutes from Town Council meeting 07/13/2015.

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

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

**4. Public Comment:**

Comments will be taken on any item not scheduled for a Public Hearing, as well as on any other Town business. Comments are limited to two minutes per speaker. The Council cannot act on items not listed on the agenda, and therefore, the Council may or may not respond to non agenda issues brought up under public comment. Those wishing to comment should stand, state their full name and address, whom they represent and the subject matter to be addressed. Total time allocated to public comments will be no more than 10 minutes.

## 5. Appointment of Treasurer:

Mayor Headley has been informed by the Utah State Office of the Auditor that the appointed Town Bookkeeper, Kristine Olsen, is not allowed to also be the Town Treasurer. Therefore, Ms. Olsen will be relieved of the Treasurer duties and continue as the Town Deputy Clerk in the roll of Bookkeeper.

Mayor Headley requests Town Council consider the appointment of Council Member Simpkins as the Town Treasurer.

**Motion:** Council Member O’Nan moved to appoint Council Member Simpkins as Town Treasurer.

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

**Discussion:** The Town Treasurer is the custodian of the bank account, being responsible for receiving all monies paid to the Town by taxes, fees, and assessments. The Treasurer will provide the Bookkeeper with receipts of all deposits from transactions, maintain accurate and up to date account records, and sign and verify amounts on checks prepared by the Bookkeeper.

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

## 6. Resolution 2015-02

Mayor Headley proposed adopting Resolution 2015-02, approving and authorizing the execution of an interlocal cooperation agreement and of an addendum to that interlocal cooperation agreement to join Mountainland Association of Government.

**Motion:** Council Member Harrigan moved to adopt Resolution 2015-02.

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

**Discussion:** Mayor Headley cited the advantages of belonging to this organization for assistance with developing municipal and land use codes for Interlaken Town. Membership dues are \$200 annually.

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

## 7. Funding Options for Interlaken Town

Mayor Headley reported IMWC approved a transfer to the Town funds up to an initial limit up to \$10,000 as needed to fund road projects and maintenance. He also relayed that due to an amendment of State code by the State Legislature, Interlaken Town cannot levy a special assessment tax. Several long term funding sources and alternatives were discussed.

- The paper work has been sent to the State for the Town to collect a share of the State 1% Property Tax.
- Utah DOT has been sent documentation which will enable Interlaken Town to collect a share of the State's B & C road funds. Mountainland Association of Governments representative Shawn Seager accessed data from Wasatch County to determine Interlaken Town has just under 4 miles of roadways. His analysis indicates that the Town should collect about \$12,500 in revenue.
- If IMWC is transferred to Interlaken Town, a Municipal Water System user fee can be charged for road maintenance.
- Utility taxes can be imposed on power usage (i.e., Heber Power & Light, Questar Gas bills) and on cell phone usage. Town Council does not want to explore this option at this time.
- A Utility Transportation Fund is also an option. Because Interlaken Town is completely residential, all residents and lot owners will pay the same fee.
- Collection of Property Taxes is based on property values.

Mayor Headley requests Council to approve the presence of Jeremy Walker, Manager, Local Governments Division, Office of the Utah State Auditor, at the Public Hearing on August 17, 2015. Mr. Walker will be able to conduct a Q & A session to clarify and substantiate methods for raising funds.

**Motion:** Council Member Simpkins moved to approve Mr. Walker's attendance at the Interlaken Town Public Hearing on 08/17/21015 at the rate of \$103/hr.

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

**Discussion:** It is necessary to present to the community, the pros and cons of funding Interlaken Town using a Utility Transportation Fund, a Property tax, or a Municipal Water System User Fee. A Property tax is predictable and enforceable. The Utility Transportation fund fee for the Town would be a flat fee but would not as readily enforceable as would the payment of a property tax. The Municipal Water System User Fee is enforceable and can be a flat fee.

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

## **8. Tentative Budget for Fiscal year 2015-2016**

Mayor Headley met with Mr. Walker to produce a tentative budget for the Town for fiscal year 2015-2016. The Council’s adopting this budget is necessary for the Town to spend funds. Budget scenarios for Interlaken Town and IMWC, if these entities remain separate, and for Interlaken Town as the sole entity that includes the water system, are being prepared. These scenarios will be presented to the community at the Public Hearing on August 17<sup>th</sup> with the Town Council voting to adopt the budget at that time.

- Budgets can be amended at any time.
- It is best to budget higher than anticipated. A budget can be decreased by Town Council but not increased by more than 20% without a Public Hearing.
- Resident Bart Smith will work with Mayor Headley to assemble presentation materials for the Public Hearing.

**Motion:** Mayor Headley moved to adopt a tentative budget to present to the community at the Public Hearing on August 17<sup>th</sup>.

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

**Discussion:** It was discussed at length to present a budget following the calendar year versus a fiscal year due to Interlaken residents being acclimated to paying fees in January.

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

## **9. Potential Dissolution of IMWC**

Mayor Headley will request that the IMWC Board of Directors support the dissolution of the Water Company and the transfer of its assets and liabilities to Interlaken Town. A Shareholder vote will be conducted at the Annual Shareholders Meeting on August 29, 2015. A quorum must be achieved in order to conduct the vote. Both the IMWC Board of Directors and the Town Council Members will be aggressive in obtaining Proxies to attain this effort.

## **10. 2015 Road Maintenance/Repair**

**Motion:** Council Member O’Nan motioned to shelve this topic until the next Town Council Meeting on August 31<sup>st</sup>.

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

**Discussion:** Council agreed it would be better to wait until the tentative Budget was approved before making decisions on road maintenance.

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

## **11. Adjournment**

Council Member Simpkins moved to adjourn the meeting. The motion was passed unanimously.

The meeting was adjourned at 8:35 p.m.