

**Minutes of the Interlaken Town Council Regular Meeting
Monday, 3 April 2017, 6:30 PM
Town Pump House**

1. Call to Order.

Mayor Simpkins called the meeting to order at 6:44pm.

2. Roll Call – Members Present:

Lisa Simpkins, Mayor

Sue O’Nan, Council Member

Chuck O’Nan, Council Member

Bart Smith, Town Clerk, present

Joe Santos & Kyle Turnbow, Epic Engr.; Jim Mc Casland, Water Master were also present

Greg Harrigan, Council Member was absent

Scott Neuner, Council Member was absent

3. Presentations: None.

4. Public Comment: None.

5. Consent Agenda: None.

6. Approval of Agenda or Changes.

Motion: Council Member Sue O’Nan moved to approve the agenda.

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

Discussion: no discussion

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

7. Approval of 03/06/17 Regular Meeting Minutes.

Motion: Council Member Chuck O’Nan moved to approve the 3/06/17 meeting minutes.

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

Discussion: no discussion

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

8. Telemetry System Repair (Mac)

Mac met with the planning commission and Chuck O’Nan. He obtained 4 quotes from contractors to replace/upgrade the telemetry system.

- APE- 1 man show, not local which could be a problem - \$6,791.80.
- Wetco – bid was high - \$15,150.
- Delco provided 2 bids: bid #3963 was \$7452.20 for a radio system, bid #3960 was \$8,483.35 for a cellular system.

Mac preferred the Delco cellular system because it’s expandable, providing the ability to know levels at any time (not included in this bid), and if the system overflows or other emergency occurs, Mac would be contacted by phone and could remotely shut it down. Concern with this system is the \$1126.80 fee for an annual service package. Question was for how many years does this cover and is this charge just for data storage?

Action item – Mac/Chuck – determine details for the annual service package.

A short-term solution to address the broken telemetry system was presented as a bid for \$900 from Delco. This money would not be wasted if an upgrade is performed in the future.

Motion: Council Member Sue O’Nan moved to approve the \$900 expenditure to repair the telemetry system.

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

Discussion: no discussion

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

Chuck suggested we get clarification on the full bid from Matt regarding transducer charges. Santos suggested we set up the system so that if the telemetry signal is lost, the pumps shut down.

Action item – Chuck/mac follow up with transducer charges and pump emergency shut down.

9. Frank Cabin Approval (PC recommendation)

Smith presented a letter from the PC recommending approval of the Frank Cabin project.

Motion: Council Member Chuck O’Nan moved to approve the Frank Cabin permit application.

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

Discussion: no discussion

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

10. Proposed Wasatch County Tax Assessment for Roads (Lisa)

Lisa is working with Brent Titcomb to solve this issue. The two possibilities being addressed are following Larry Headley’s approach of collecting all revenue as a water utility fee then transfer funds to a road fund, and the other would be to collect the roads portion of our assessment under a Wasatch County property tax. Going the route of property tax collection means owners will pay different road taxes depending on the assessed value of their property, and whether the home is a primary residence.

Action Item – Simpkins/Smith will meet with Titcomb to discuss our road assessment strategy.

There was also a discussion about the state taxing of building permits – 1% of the permit fee. 80% of this goes to the state (roughly \$30 per permit) and the remainder goes to the town. Epic wants the town to collect all fees for permit applications, reviews, and inspections in the future. This may affect the town’s building fee schedule as it adds a workload to our admin costs.

11. Hearing Officer Search Status/Fine Schedule

Greg Cropper has done some research on hearing officers, and presented some ideas in his email.

Action Item – Smith – give Cropper the go ahead to research possible candidates.

12. Burgi Hill Ranches Update (Lisa)

Simpkins reported that there has been no response yet – the letter went out 3/17/17.

13. Top Job Road Repair Status (Chuck)

Top Job bid \$1200 for cold patch repairs – work was completed, and the larger pot holes repaired.

Top Job will do the permanent repairs this summer – asphalt repair & grading, gravelling road edges, for about \$10K. Cost would be higher for additional roadside work.

14. Dumpster Pickup Status – 3rd pickup (Lisa)

Simpkins left several phone messages and hasn't heard back.

Action Item – Simpkins – continue to investigate cost of additional dumpster pickup.

15. Status on Previous Action Items from 03/6/17 Meeting

Bart – send an email inviting residents to list contact information in an Interlaken Directory.

Contact Questar and HL&P regarding franchise agreements. Contacted them but still waiting for their response.

Contact Cropper for Hearing Officer recommendations. Done.

Contact the PC and have them prioritize landscaping/excavating guidelines. Discussion below: Smith distributed a handout from Goodall he prefer we have 2 building permits – one for residential construction, including everything (you would check a box denoting the extent of your project: remodel, new construction, etc.) and the second would cover any work in the road right of way. For the road right of way application, he recommends the applicant sign the agreement to carry a liability policy. Landscaping would be bundled into a residential building permit. Simpkins felt that this should be revisited – perhaps a separate landscaping permit. There was also discussion about a less extensive permit for minor projects, electrical etc. This is a continuing discussion.

Lisa – contact Wasatch County to set up a tax schedule for our road system. Done.

Forward completed BHR docs to Cropper and have him determine who it should be sent to. Done.

Epic – provide contacts for contractors to do telemetry system repairs. Done.

Contact all builders and remind them of site requirements. Done.

Chuck O’Nan – contact Top Job to start asphalt repairs. Done.

Chuck also researched the status of our no parking signs and presented a handout. He has a list of suggestions for where new signs should go. A 12” by 18” CRC sign costs \$30. Sue O’Nan would like to see additional language on the signs that says you can’t park any time from Nov through April and limits parking to 24 hrs max other times of the year.

Sue O’Nan – contact Lane to gauge interest in becoming our hearing officer. In Progress.

16. Other Business.

- Elections are this year on November 7th. The following offices are up for election - mayor and 3 council seats:
 - Mayor Simpkins (4 year term)
 - Council Member Sue O’Nan (4 year term)
 - Council Member Scott Neuner (4 year term)
 - Council Member Chuck O’Nan (2 year term)
- Sue O’Nan will attend a Wildlife Urban Interface meeting. There is a concern about our responsibilities and relationships with local fire departments - what are we required to do in order to get their service for a wild fire?
Action Item – Sue O’Nan will invite Troy Morgan to our next TC meeting.
- Joe Santos gave an update on the town water rights issue. It is still a work in progress.
Action Item – Epic will continue this research on water rights.

- Smith reported on our assessments. The total collected to date is \$213,587.70 including late fees and previously unpaid water overages. The remaining outstanding unpaid balance is \$8,069.
- Simpkins suggested we remove the junk around the pump house.

17. Public Comment. None.

18. Council Comments. None.

19. Action Items from this meeting.

Bart – Follow up on Franchise agreements for HLP & Questar.
Give Cropper the go ahead to research hearing officers.

Lisa – Meet with Brent Titcomb to discuss tax collection issues.
Continue to investigate the cost of an additional dumpster pickup.

Epic – Continue research on town’s water rights.

Chuck O’Nan –Contact Delco to determine details of annual service package and transducer charges for telemetry system.

Sue O’Nan – contact Lane to gauge interest in becoming our hearing officer.
Invite Troy Morgan to our next TC meeting.

Harrigan – create a fine schedule.

20. Adjournment.

Council Member Sue O’Nan moved to adjourn the meeting. Council Member Chuck O’Nan seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:27 PM.

The next Town Council meeting will be held on Monday, May 8th, 6:30pm at the town pump house.