**Portage Town Council Meeting**

Wednesday June 8, 2022

Portage Town Hall

25880 N 9000 W Portage, Utah 84331

Town Minutes

**Attendance:** Mayor Max Huggins, Council Member Mariah Huggins, Council Member Sam Patterson, Clerk Gina Marble, Treasurer Debbie Lucas

**Visitors:** Susan Bell, Grant Bell, Terra Bell, Erik Bell, Gordon Knudson, Chelsey Nelson, Amanda Loftiss, Martina John, Val Gibbs, Norma Lasa

Mayor Huggins called to meeting to order at 6:00pm.

**Opening Ceremony**

**Pledge:** Mayor Huggins **Prayer:** Councilmember Huggins

1-Discuss and vote on appointment for a new councilmember to fill vacant position- Mayor Huggins reported that we had Terra Bell put in for the position.

**I’ll make a motion to appoint Terra Bell as the new councilmember for 1 year and 6 months by Member Huggins. Seconded by Member Patterson. All aye. Motion approves.**

Gina Marble swore in Terra Bell as the new councilmember.

**I’ll make a motion that we open the public hearing by Member Huggins. Seconded by Member Nelson. All aye. Motion approves.**

Mayor Huggins reported on the revised budget 2021-2022 and the operating budget 2022-2023, Mayor asked if the public had any comment, and there were no comments.

**I’ll make a motion that we close the public hearing by Member Nelson. Seconded by Member Patterson. All aye. Motion approves.**

2. Review and approve minutes of May 11, 2022 Council meeting.

**I’ll make a motion to approve the minutes from May 11th, 2022 by Member Nelson. Seconded by Member Huggins. All aye. Motion approves.**

3/4. Review financial report, bank reconciliations and Water adjustments or write offs. Debbie reported that the bank statements have not been delivered yet. Financial report is for May 11-June 8.

**I’ll make a motion that we approve the bills and payroll by Member Nelson. Seconded by Member Huggins. All aye. Motion approves.**

5. Information only-Town computer, Mayor Huggins reported that the new computer for the town hall is working great. We are going to close the account with frontier for the phone and internet and we are going to go with ATC. Mayor reported on the training he and councilmember Huggins attended at Elwood with Todd Godfrey the attorney with Utah city leagues and towns. Mayor reported that we will be replacing the shingles at the town well house.

6. Discuss and vote a approval repair of broken water valve at the town park- Mayor Huggins reported that the main water shut off valve was broke. Mayor Huggins stated that George thought he could fix it for around $1500.00 or less depending on if he had problems and he didn’t.

**I’ll make a motion to fix the water valve by Member Patterson. Seconded by Member Nelson. All aye. Motion approves.**

7. Discuss and possible vote on the release of the Dan Thomas easement on 8800 N/Idaho border-Mayor Huggins reported that he talked to attorney Todd Godfrey and he suggested that we should release it back so the town don’t have liability issues. Councilmember Nelson stated it makes sense but not sure how we could transfer it. The council agrees to release the easement.

**I’ll make a motion that we release the easement back to the property own by Member Nelson. Seconded by Member Patterson. All aye. Motion approves.**

8. Discuss and possible vote on reopening the Town burn pile and horse arena-Mayor Huggins suggested that we let the kids take over the arena and open the burn pile back up to the residents. If the residents abuse the burn pile we will close it permanently. Councilmember Nelson stated that the horse arena makes sense but I don’t think the idea for the burn pile will work. I think closing the burn pile is a bad idea but if we find trash we can close it, we can put in a fence and gate. Mayor Huggins stated we can keep doing what we are doing with the burn pile.

**I’ll make a motion that we open the burn pile and the horse arena on a monitor basis by Member Huggins. Seconded by Member Nelson. All aye. Motion approves.**

9. Discuss and vote Resolution 2022-2 the review and amend the FY2021-2022 budget.

**I’ll make a motion that we adopt resolution 2022-2 by Member Nelson. Seconded by Member Huggins. All aye. Motion approves.**

10. Discuss and vote on Resolution 2022-3 the review and propose FY 2022-2023 operating budget.

**I’ll make a motion that we adopt resolution 2022-3 by Member Huggins. Seconded by Member Patterson. All aye. Motion approves.**

11. Up for discussion and possible vote bid for culverts to be put in on dirt road on 8800 North- Councilmember Patterson reported he received a bid from valley view for $8470.00 to put in 2 culverts where the water puddles up. They can start work the end of July or the beginning of August. Councilmember Nelson suggested that we have George get us a bid. Councilmember Patterson started that he hasn’t heard back from the county for their bid. The council agreed to table this for next month.

12. Discussion and vote on Gordon Knudsen building permit-Mayor Huggins reported that the planning commission recommended the building permit to the town council.

**I’ll make a motion that we approve Gordon Knudsen building permit by Member Huggins. Seconded by Member Patterson. All aye. Motion approves.**

13. Discuss and possible vote reorganizing of the planning commission and appointing of new planning commission chairman and vice chair and secretary-Mayor Huggins reported that the town council would not be on the commission they would run it independently. Member Poppe would be chairperson, Member Nelson would be vice chair and member Simonson would be secretary. We will be voting on this next month.

14. Information only, sprinkler repair-Member Huggins reported that Bill worked on the sprinklers, the one valve broke and they programmed it but the next day the system was not working right. We will be meeting tomorrow to map it out.

15. Discussion and possible vote on hiring a park trimmer and a park janitor-Member Huggins reported that Lexi Gibbs put in for the park janitor and Val Gibbs put in for the park trimmer.

**I’ll make a motion that we hire Lexi Gibbs for the park janitor and Val Gibbs for the park trimmer by Member Patterson. Seconded by Member Nelson. All aye. Motion approves.**

**I’ll make a motion to adjourn by Member Nelson. Seconded by Member Patterson. All aye. Motion approves.**

Meeting adjourns at 7:26pm

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Gina Marble: Portage Clerk and Recorder Max Huggins: Mayor**