**Portage Town Council Meeting**

Wednesday January 12, 2022

Portage Town Hall

25880 N 9000 W Portage, Utah 84331

Town Minutes

**Attendance:** Mayor Max Huggins, Council Member Tyson Nelson, Council Member Lesley Smith, Council Member Mariah Huggins, Council Member Sam Patterson, Clerk Kori Williams, Treasurer Debbie Lucas

**Visitors:** Terra Bell, Norma Lasa, Mike John, Sheila Huggins, Amanda Loftiss, Ben Gudmunson, Richard Poppe, Becky Poppe, Todd Gibbs, Kourtney Niefenegger, Phillip Moses, Glenn Jacobson, and Cyndi Tree.

Mayor Pro Tem Tyson Nelson called to meeting to order at 6:00pm.

**Opening Ceremony**

**Pledge:** Mayor Huggins **Prayer:** Member Smith

1. Swear in Council Members and Mayor.

**Clerk Kori Williams swore in Mayor Max Huggins, Council Member Tyson Nelson, and Council Member Lesley Smith.**

2.Discuss and vote on appointment of new Council Member to fill vacant position.

* **3 applicants: Terra Bell, Becky Poppe, and Sam Patterson**
* **Each applicant explained why they wanted to be on the Town Council.**

**I like to motion for Mr. Patterson over there by Member Nelson. Seconded by Member Huggins. 3 aye. I nay. Motion approved.**

**Clerk Kori Williams Swore in Sam Patterson as a Town Council Member.**

1. Review and approve minutes of December 8, 2021 Council meeting.

**Ill motion to approve the minutes as is from December 8th, 2021 by Member Nelson. Seconded by Member Smith. All aye. Motion approved.**

4. Review financial report, bank reconciliations and Water adjustments or write offs.

5. Public comments, limited to 3 minutes per person.

* + **Martina John brought up some concerns about the website.**
  + **Phillip Moses Asked about the building permit process for a shed.**
  + **Ben Gudmunson said that his survey Plat wasn’t ready so he doesn’t need to be on the agenda.**

6. Electronic communication warning from ULCT Legal Analyst Todd Godfrey.

7. Discuss and vote on day and time for 2022 Town Council meetings.

**I make a motion to keep the meeting on the second Wednesday of the month at 6pm by Member Huggins. Seconded by Member Nelson. All aye. Motion approved.**

8. Mayor Pro Tem.

* **Council Member Tyson Nelson will continue to be Mayor Pro Tem.**

9. Council Member Mariah Huggins to report to the Mayor Pro Tem, to avoid any improprieties.

10. Fire Chief Robert Barrow stepping down as Chief.

11. Discuss and vote on appointment of Nic Tree as Fire Chief.

**I motion to appoint Nic Tree as Fire Chief for Portage by Member Nelson. Seconded by Member Huggins. All aye. Motion approved.**

12. General Update on maintenance for water

13. Discuss and possible vote on upgrading the snow plow. Mike John will answer questions.

* **Mike John and Robert Barrow went to look at potential snow plow.**
* **Council decided this wasn’t the right snow plow to buy.**

14. Salt/sand issue

15. Discussion and possible vote on Todd Gibbs subdivision

* **Member Huggins presented the plans to the Council, and explained that it fits regulations and setbacks.**

**I make a motion to accept the Todd Gibbs subdivision by Member Huggins. Seconded by Member Smith. All aye. Motion approved.**

16. Discussion and possible vote on Trevor Neiffenagger building permit

* **Kourtney Neiffenagger presented the plans to the Council, and explained that it fits regulations and setbacks.**
* **Member Huggins explained that it fits regulations and setbacks.**

**I make a motion to approve the Trevor Neiffenagger home building permit by Member Huggins. Seconded by Member Smith. All aye. Motion approved.**

17. Discussion and possible vote on Kourtney Neiffenagger building permit

• **Kourtney Neiffenagger presented the plans to the Council**

* **Member Huggins explained that it fits regulations and setbacks.**

**I make a motion to accept the Kourtney Neiffenagger home building permit by Member Huggins. Seconded by Member Nelson. All aye. Motion approved.**

18. Discussion and vote on Gudmunson subdivision

19. Discussion and possible vote on bill pay link provider for town website.

**I make a motion to accept Express bill pay portal on the Town of Portage website by Member Huggins. Seconded by Member Nelson. All aye. Motion approved.**

20. Discussion and possible vote on new Planning and Zoning Commission member and alternate.

* **The Commission decided on Richard Poppe for Commission member and Wynter Simonson for alternate.**

**I make a motion to accept Richard Poppe as a new Planning and Zoning Commission member and Wynter Simonson as a Planning and Zoning Commission alternate by Member Huggins. Seconded by Member Smith. All aye. Motion approves.**

**Member Nelson motioned to adjourn. Seconded by Member Huggins. All aye. Motion approved.**

Meeting adjourns at 7:05 pm

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**Kori Williams: Portage Clerk and Recorder Max Huggins: Mayor**