

Portage Town Council

March 11, 2026 Meeting minutes

1. Call To Order

Mayor Huggins called the March 11, 2026 Portage Town Council meeting to order at 6:00 PM. The Town Council met at the Portage town hall 25880 n 9000 w at Portage UT

2. Opening Ceremony: Prayer Pledge

Councilmember Bell offered the invocation, followed by Councilmember Nelson leading the Pledge of Allegiance.

3. Public Comments

Citizens raised questions about water billing discrepancies and the council appointment process. Mayor Huggins and Councilmember Nelson clarified that the new council members were elected as write-in candidates rather than appointed positions, following proper state-mandated procedures.

4. Discuss And Vote On New Town Council Member - Swearing In New Council Member

Trent Van Tassel was the only applicant for the vacant council position after proper posting on the town website and local news.

Councilmember Nelson moved to swear in Trent Van Tassel for Portage Town Council. Councilmember Huggins seconded. Motion Passed.

Town Clerk Gina administered the oath of office to Councilmember Trent Van Tassel.

5. Review And Approve Minutes Of January 14, Feb 11, 2026 Town Council Meeting

Councilmember Huggins moved to approve the minutes from January 14th and February 11th, 2026 town council meetings. Councilmember Nelson abstained due to absence. Motion Passed.

6. Review & Approval Of January 14, 2026-March 11, 2026 Bills/Payroll

This item was postponed due to the treasurer's illness.

7. Review Financial Report, Bank Reconciliations And Water Adjustments Or Write Offs

This item was postponed due to the treasurer's illness.

8. Position Openings, New Enbridge Gas Connections And Other Information Items

Mayor Huggins reported that Planning Commission still has 1-2 open positions available. Enbridge Gas has successfully connected the town hall and fire station to natural gas, with the chlorinator connection in progress. A prowler has been reported along 8800 North, and the Sheriff's department has been notified.

9. Review Of Departments

a. Water - Tyson Nelson Action Item - Vote On Water Meters

Councilmember Nelson reported a significant discrepancy in the water meter project cost. The original approved amount of \$48,340 has increased to \$86,272 due to an error in his calculations - he had used antenna costs instead of meter costs in the original proposal. The council discussed three options: canceling the project, proceeding with \$48,000 worth of meters now and completing the remainder next year, or completing all meters with partial loan financing. The council determined that \$86,000 exceeded their comfort level and requested Councilmember Nelson negotiate with the vendor for a phased approach with a formal contract.

b. Planning And Zoning - Terra Bell Update

Councilmember Bell reported no March meeting due to lack of agenda items. Todd's subdivision received final approval with construction already beginning.

c. Parks - Mariah Huggins - Action Item - Approve Budget For Easter Egg Hunt

Councilmember Huggins requested \$500 for the Easter egg hunt, focusing on candy rather than toys, with donated donuts reducing costs.

Councilmember Huggins moved to approve \$500 for the Easter egg hunt.

Councilmember Nelson seconded. Motion Passed.

d. Mariah Huggins - Action Item - Approve Wood Chip Purchase

Councilmember Huggins requested \$1,500 for 115 yards of wood chips at \$10 per yard for park maintenance.

Councilmember Huggins moved to approve \$1,500 for wood chips for the park.

Councilmember Van Tassel seconded. Motion Passed.

e. Sheriff's Office

No report - deputy in training.

f. Fire Department

Mayor Huggins noted the importance of removing exempt plates when selling vehicles after the police department in Orem contacted him about an impounded 1974 fire truck.

10. Adjournment

Councilmember Huggins moved to adjourn. Councilmember Nelson seconded. Motion Passed.

The undersigned, duly acting and appointed clerk for Portage Town Corporation, hereby certifies that the foregoing is a true and correct copy of the Town Council meeting minutes held on the 11th day of March 2026. Dated this the 15th day of April 2026.

Gina R Marble, Portage Town Clerk