

Portage Town Council Meeting

Wednesday, Jan 10, 2024
Portage Town Hall
25880 N 9000 W Portage, Utah 84331

Town Minutes

Attendance: Mayor Max Huggins, Council Member Tyson Nelson, Councilmember Mariah Huggins, Councilmember Bell, Clerk Gina Marble, Treasurer Allison Huggins

Visitors: Norma Lasa, Susan Bell, Samantha Britt, Janette Openshaw, Val Gibbs, Martina John

Mayor Huggins called the meeting to order.

Opening Ceremony

Pledge: Mayor Huggins

Prayer: Councilmember Huggins

Martina John asked how many meetings a town councilmember can miss before they are removed.

Susan Bell stated they called the post office regarding packages not being delivered, we moved our mailbox and we haven't had any issues since. If you have issues with your mail call the post office not Max he has enough to do and it's really not a town problem.

1. Swearing in Councilmember's-Gina Marble sworn in the new councilmember's and town treasurer. Councilmember Samantha Britt for a 4 year term, Councilmember Mariah Huggins for a 4 year term, Councilmember Terra Bell for a 2 year term and Allison Huggins for town treasurer.

Review and approve minutes of the November 8, 2023 Council meeting.

I'll make a motion to approve the minutes from November 8th, 2023 by Councilmember Nelson. Seconded by Councilmember Huggins. All aye. Motion approves.

3. Review and approval of Nov 8 2023- Jan 10,2024 Bills and Payroll.-Councilmember Nelson reported that the check to LaMont for \$53.86 is coded wrong it should be to water.

I'll make a motion to approve Bills and Payroll for Nov 8, 2023-Jan 10,2024 by Councilmember Nelson. Seconded by Councilmember Huggins. All aye. Motion approves.

4. Review financial reports, bank reconciliations, and Water adjustments or write-offs. The council reviewed the reports.

5. 2023-2024 Subdivision Ordinance updates via Hansen Planning group, Mayor Huggins reported due to the legislator changes with the subdivision ordinances, Hansen Planning is helping small towns and cities get the subdivision code in compliance with the state code. We have to have the ordinance done by Dec 2024. The Hansen group will come up and visit with the planning commission and town council, they will write the ordinance and present it to the town at no cost to the town. Councilmember Huggins stated that if someone is willing to help get the code done I think it's great. The council agreed. Mayor Huggins stated that he needs to sign the paper they sent and they will get started on the ordinances.

I'll make a motion to have Hansen Planning Group write the 2023-2024 subdivision ordinance update by Councilmember Huggins. Seconded by Councilmember Bell. All aye. Motion approves.

6. Janette Openshaw Subdivision-Janette presented her subdivision, she is requesting to split the land in ½ for her daughters. There is a well on the property, councilmember Nelson stated that the town has nothing to do with the well. Mayor Huggins stated the subdivision went to the planning commission last week. The subdivision met the set back requirements, the planning commission approved it and recommended to the town council.

I'll make a motion to approve the Janette Openshaw subdivision by Councilmember Huggins. Seconded by Councilmember Bell. All aye. Motion approves.

Mayor Huggins reported that he met with Sam and gave him a gift certificate for serving on the council, and he also plowed the roads in his own truck this morning it really helped me a lot.

Mayor reported we fixed a water leak last weekend and thanked Gina, her family and Keenan Haramoto for helping fix the water leak. Keenan brought his mini excavator out and we found the leak and got it fixed.

7-Water Update-Councilmember Nelson had nothing on water.

8-Road Update-Mayor Huggins reported the lights went out on the snow plow, we are going to try and fix it if we can't I will take it back to the shop.

9-Planning Commission report-Councilmember Bell reported that Norma resigned from the planning commission her last meeting with us March 2024, The Council thanked her for her service. Richard Beck also stated he will no longer be able to do the minutes and the agenda due to a job change at work. We will also keep working on the general plan.

10-Park Update-Councilmember Huggins reported they started fixing the roof and the rest of the materials will be here soon and they should be done in a few weeks. We got new speakers for the movie in the park.

Sheriff Department- Nothing to report.

Fire Department- Nothing to report.

I'll make a motion to adjourn by Councilmember Nelson. Seconded by Councilmember Huggins. All aye. Motion approves.

Meeting adjourns at 6:39pm

Gina Marble: Portage Clerk and Recorder

Max Huggins: Mayor