

Portage Town Council Meeting

Wednesday, July 12, 2023
Portage Town Hall
25880 N 9000 W Portage, Utah 84331

Town Minutes

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

Visitors: Martina John, Norma Lasa, Richard Beck, Amanda Lofts, Samantha, Laura Nelson, Officer Johnson, Katharina Munns, Officer Johnson

Mayor Huggins called the meeting to order.

Opening Ceremony

Pledge: Councilmember Nelson

Prayer: Councilmember Huggins

Laura Nelson-asked if the notice for a planning commission member was on the website.

Norma Lesa suggested that we put the notice on FB, no one sees the boards or the board at town hall.

I'll make a motion to open the public hearing by Councilmember Huggins. Seconded by Councilmember Nelson. All aye. Motion approves.

Mayor Huggins reported that that planning commission asked to go back to the old 110 ordinance, they want it like it was before. With the old ordinance a member from the town council will be the chair of the planning commission. Mayor Nelson asked if there is any questions on 110 ordinance.

Laura Nelson asked if Terra would be the chair of the planning commission, Mayor Huggins stated yes with the old ordinance she would be chair.

Councilmember Nelson stated that there is a 5 year term limit and one alternate member.

Mayor Huggins stated that the planning commission would like to change ordinance 103-they would like to change the deadline for the completion for a building permit to 180 days (6) months and if they need to extend the building permit all they have to do is ask for an extension. This lines up with what the county does. Mayor Nelson asked if there were any questions or comments.

No other public or comment was made.

I'll make a motion to close the public hearing by Councilmember Huggins. Seconded by Councilmember Nelson. All aye. Motion approves.

I'll make a motion to open the town council meeting by Councilmember Huggins. Seconded by Councilmember Nelson. All aye. Motion approves.

Review and approve minutes of the July 12, 2023 Council meeting.

I'll make a motion to approve the minutes from July 12th, 2023 by Councilmember Nelson. Seconded by Councilmember Huggins. All aye. Motion approves.

2. Review and approval of June 14-July 12,2023 Bills and Payroll.

I'll make a motion to approve Bills and Payroll for June 14-July 12,2023 by Councilmember Nelson. Seconded by Councilmember Huggins. All aye. Motion approves.

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

4.Revising Portage Town Ordinance Section 110-Mayor Huggins stated that the planning commission has asked to go back to the way it was the old 110 ordinance.

I'll make a motion to adopt the old 110 ordinance with changes on 110.5-Shal take out chairman by Councilmember Huggins. Seconded by Councilmember Nelson. All aye. Motion approves.

5.Revising Portage Town Ordinance Section 103-Mayor Huggins stated it was suggested that we change the completion deadline on building permits.

I'll make a motion to adopt ordinance section 103 to have the deadline be 180 days by Councilmember Nelson. Seconded by Councilmember Huggins. All aye. Motion approves.

6.Mayor Huggins reported he went to a training at the county for all building permits, the new process the county is doing now all the building permits will be done online. Another training will be done in August it's a simple process and we don't have to store anything here it's all online. Mayor Huggins stated that Terra, Gina and Mayor Huggins will be approving the permits.

Mayor Huggins stated that in the training the building inspector stated that if someone brings in a subdivision plat more than 3 times to the planning commission they are only required to only talk to staff the state changed the law.

Councilmember Nelson stated that someone called Mayor Huggins from growing water smart group and wanted Mayor Huggins to sign a letter to support it, it could be good or bad for the town. Mayor Huggins stated he tried to email and called to try and get more information, we are not going to do anything with it right now.

Mayor Huggins stated that we have been asked to sign the wildlife agreement with DNR, I talked to Nic Tree and he said he always signed it it's a good thing for the town .I signed the agreement.

7. Water update-Councilmember Nelson had nothing to report.

8-Road Update-Mayor Huggins had nothing to report.

9-Planning Commission report-Mayor Huggins reported they approved ordinance 103 and 110 and recommended it to town council. They talked about 107 but it was not correctly passed so it was tabled.

10.Park Update-Councilmember Huggins reported that a lot of families are using the park.

11. Purchase of dirt/wood chips-Councilmember Huggins reported that she would like to add wood chips to the playground, We could rent a chipper for \$200 and we would need to use the right wood or we can just have the chips delivered. They council agreed to have it delivered.

12.Addition of security deposit for the park rental agreement- Councilmember Huggins stated she would like to raise the deposit, people are making big messes and we should do a cleaning fee. The fee is \$125.00 first day and each day is \$50.00. I would like to change it to \$150.00 first day \$50.00 each day with a \$50.00 fully refundable deposit.

I'll make a motion to change the wording and have the deposit be \$150.00 first day \$50.00 each day after and with \$50.00 refundable by Councilmember Huggins. Seconded by Councilmember Nelson. All aye. Motion approves.

Sheriff Department- Officer Johnson reported that there were 2 lost lambs and they found one of the lamb's dead in the back yard the other one is still missing. He have had extra patrols, the town is good.

Fire Department- nothing to report.

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

Meeting adjourns at 6:49pm

Gina Marble: Portage Clerk and Recorder

Max Huggins: Mayor