Town of Portage Council Meeting

 Wednesday, May 8, 2019,

 Portage Town Hall

25880 N 9000 W Portage, Utah

 Minutes

Attendance: Mayor Tree, Council Member Martina John, Council Member Tyson Nelson, Treasurer Debbie Lucas, Clerk/Recorder Katherine Munns, Council Member Lesley Smith, Sargent Bennett, Council Member Tyson Nielson

Absent:

Visiting: Seth Loftis, Amanda Loftis, Glen Jacobsen, Robert Barrow, Norma Lasa, Grant Smith, Rebecca Bues, Bill Gilson(arrived 6:25 left 7:50)

Call to Order: 6:00 PM

Opening Ceremony- Pledge of Allegiance: Tyson Nelson. Prayer: Tyson Nielson.

1. Review and approval of minutes from April 10, 2019, Town Council Meeting. Motion to approve April 10, 2019 minutes by Member John. Seconded by Member Smith. All Aye. Motion passed

2. Review and approval of April 11 - May 8, 2019 Bills/Payroll. Motion to approve April 11- May 8, 2019 Bills and Payroll by Member Smith. Seconded by Member Nelson. All Aye. Motion passed

3. Review Financial Report, Bank Reconciliations and Water adjustments or write-offs. Member Nelson signed them.

4. Discuss and approve on Resolution 2019-03 Changing the time of the Planning and Zoning meeting. Member John explained that the Planning and Zoning discussed it and decided to change the meeting time from 7 pm to 6 pm and not having the work meeting anymore as to help the meeting run smoother and have no time to vote on changes. Motion to approve Resolution 2019-03 by Member John, Seconded by Member Smith. Roll call vote. Mayor Tree Aye, Member Nelson Aye, Member Nielson Aye, Member John Aye, Member Smith Aye. Motion passed.

5. Discussion and approval of adding animal ordinance to Mayor’s note. Mayor Tree is going to write up a letter. Member John said that a few things like the definition of a kennel needs to be in there. no vote needed.

6. Amend Resolution 2019-02 water rates. Mayor tree explained that the monthly rate was missed and that was the only change. It said $30 but it was supposed to be $40. Motion to approve Resolution 2019-02 amended by Member Nelson. Seconded by Member Nielson.

Martina John requested to submit her letter of intent to run for town council. Clerk Munns took her letter.

7. Bill Gilson gives an update on road project(Bill was running late arrived at 6:25)Mayor Tree asked how the project is going.

Bill said that they are finishing up a few projects around the county getting ready for the gold spike celebration. They were able to get in a few culverts. The Samaria canal went well and it is settling nice.

Mayor Tree asked when they will be paving over the Samaria canal?

Bill said that that is part of the paving bid and will be taken care of when the whole road is paved. The bid opening will be Tuesday at 2 pm and then he will bring the 2 lowest bids to the Town Council meeting on the following Wednesday.

Jumping to the roads department.

**Roads- Member Smith**

10. Discuss and approve what to do with old Samaria pipe. There are 2 pipes available and one is promised to Samples and Member Smith said that someone else is interested in the other but Member Nelson pointed out that the 2nd pipe needs to be put in a raffle or something similar so that everyone has a chance at getting it. Bill suggested having a small auction and selling off all the old pip to the community. Motion to approve Gary samples first choice of the pipes for no charge by Member Smith. Seconded by Member Nelson. all ayes. Motion passed

11. Sign the Samples 8800 West stormwater easement- Bill Gilson explained what is in that agreement and as payment, he wants the pipe. Motion to approve Stormwater easement by Member Smith. Seconded by Member Nielson. All aye. Motion passed

12. Discussion on 8800 West Road Project- Bill gave an update that tearing up and replacing the culverts went well and they ended up pulling the whole thing up and replacing it all at once instead of in multiple pieces.

13. Request for Town Council to Meet May 15thto Award 8800 West Asphalt Project- Award the bid and discussed the budget. Motion to approve council meeting on May 15th, 2019, seconded by Member John. All aye. Motion passed.

14. Discussion about the 'Portage History Then and Now." Member Smith is working on getting them cheaper. Member Nelson said that he has a few suppliers that he will get the contact info to her.

15. Discuss 9200 W with repairs made by Rupp's trucking. Rebecca Bues- Lesley asked me to just tell what Rupps said to me. Rebecca called and they told her that the pit that Rupps uses hasn't opened yet but they said it should be fixed where they dug up the road.

Lesley asked Member Nelson if he had talked to Rupps about them also possible helping to fix the side of the road that got broken partly by ten driving their large equipment on it. Member Nelson said that he will talk to them and will get back to her and that they have been good to work with. Rebecca did bring ups that they Town agreed to have a contract written up so that when new houses are built and they tape into the water line that the Bees put in that the new builders will pay back some of the cost that the Bues paid. Member Nelson said that he forgot about getting that from the Lawyer but that he will.

8. Discuss and approve a pay raise for Clerk to $500 monthly. It was agreed to move this to next month and see how it looks in the budget. Member Smith asked when the council was going to get a raise? No comment.

**Public Comment: This is an opportunity for the public to address the Council. Please limit your comments to three minutes.**

**Review of Departments:**

**Water - Member Nelson**

9. Discuss and approve of who is responsible to pay for the meter extension collars. Member Nelson said that they pipe gets put at ground level and that the person had the same feeling that the code is ground level and that if the homeowners are going to put sod or a flower bed that the homeowner is responsible for the collar if they are changing their yard and that if there isn't an ordinance that there needs to be. No vote was taken.

Amanda Loftis said that she found a random water meter down by the church. Not sure who it belongs to. Also At Bob Johns, she found an old meter hole that needs to be filled in. Faye Thomas has a very fragile and broken lid that needs to be replaced. Steve and Max Huggins lid has a hole and is full of water and mud. Mayor Tree pointed out that next time she has a list like this that she needs to bring this to Member Nelson since he is her boss. Amanda also said that there were a few mistakes on the readings and Mayor Tree said that she needs to talk to Cyndi Tree. Amanda also brought up that the ditches need TLC up Main Street.

**Roads- Member Smith**

**Moved. See above**

**Planning and Zoning- Member John**

16. Discuss and approve Trent Vantassell building permit- Member John explained who they are and what the situation is. Hold off on this one because they didn't finish getting everything to Planning and Zoning.

17. Discuss and approve Revere Chambers building permit- Just replacing the shed on his land. Everything looks great. Motion to accept Dona Love/ Revere Chambers building permit by Member John, seconded by Member Nielson. Motion passed.

18. Discuss and approve stock water hookup agreement- Member John pointed out that the Planning and Zoning agreed that there needs to be an actual agreement because as of right now the meters aren't being read for the stock water meters and that it needs tore fair across the board. Also that there really isn't anything that explains what the stock water agreement is. The Town Council agreed that there needs to be an agreement and that Member Nelson should work on getting that wrote up.

**Parks - Member Nielson**

19. Discuss and possible approval of pay raise for general labor from $7.25. It was proposed that Amanda and Glen get a raise to $8 an hour to match what Seth is being paid. Motion to approve pay rise to $8 an hour by Member Nielson, seconded by Member Nelson. All ayes. Motion passed

20. Discuss and approve funds for park mower, other maintenance equipment, and materials. Mayor Tree pointed out that the funds have already been added to the budget thus being approved and so next step is for Member Nielson to get a list of his top choices and bring that to the next meeting to get the actual purchase approved.

**21. Fire Department - Chief Robert Barrow- Nothing to add**

**22. Sgt. Bennett- Call out report- There has been a lot of car thefts happening around the county and to make sure everyone is locking their cars and not leaving their keys in them.**

Motion to adjourn by Member Nielson, seconded by Member Nelson.

**Adjournment 7:35**