Town of Portage

Council Meeting

Wednesday, March 13, 2019

Portage Town Hall

25880 N 9000 W Portage, Utah

Minutes

**Attendance**: Mayor Nic Tree

Council Member Lesley Smith

Council Member Martina John

Council Member Tyson Nelson

Treasurer Debbie Lucas

Clerk/Recorder Katherine Munns

**Absent:** Sergent Bennett

**Visiting: Robert Barrow,**Norma Lasa, Chelsie Nelson, , Leslie Gibbs, Grant Smith, Amanda Loftiss, Lesli Hinz(left 7:20) Lisa Bingham(left7:20) Carry John(left7:25) Chris John(left 7:25) Richard Poppi(arrived 6:15) Cathe Runyan(arrived 6:30) Bill Gilson(6:00-7:02)

**Call to Order -**6:00 PM

**Opening Ceremony-**

**Pledge of Allegiance: Martina John**

**Prayer: Lesley Smith**

1. Review and approve minutes from February 13, 2019 Town Council Meeting- Each member of the council was provided a draft copy of the minutes to review.

Motion to approve the meeting minutes from the **February 13th,** 2019 Town Council meeting by Council Member Smith, seconded by Council Member Nelson. Motion passed.

Aye Votes: Mayor Tree, Member John

2. Review and Approval of February 13 - March 14 2019 Bills/Payroll. Motion to accept the Feb 13th - Mar 14th Bills by Member John. Seconded by Member Smith. Aye Votes: Member Nelson, Mayor Tree.

3.Review Financial Report, Bank Reconciliations and Water adjustments or write-offs. Member Nelson-Everything looks great. Signed.

4. Discussion and Approval of funding $250 for Easter Egg Hunt. Amanda Loftss volunteered to lead it. Amanda presented an outline of events for the town party. Motion to fund the town Easter egg hunt for the sum of $250 by Member Nelson. Seconded by Member John. Aye votes: Mayor Tree, Member Smith.

5. Discussion and Approval of new printer and label maker for office. The printer that the office has found is better than the current one and the ink is cheaper. Motion to approve $200 max for a new printer by Member Nelson. Seconded by Member Smith. Aye votes: Mayor Tree, Member John.

6.Discussion and decision of adding council members contact info on the Town’s FaceBook page - Council agreed that they didn't need to add Contact info to the FaceBook page as their info was already on the state website.

(8)(a)Bill Gilson was present and so to not waste his time the council moved his discussion to this time.

Bill gave a handout and gave an update of the road project. Bill processed to go over and explain in depth each item number. The costs are estimates.

Budget $350,00.00 Trans Corridor Grant & $25,000.00 of Portage Town funds plus $12,000.00 of FEMA with a total of $387,000.00

1. Install New Canal pipe across portage Lane Road, $21,000.00 possible tear out April 8th.

2. Reconstruct 8800 W. Rip old pavement up to 1.5 miles of the north end of 8800 W. Haul in a new lift of gravel(6" pitron & 3" roadbase ) and widen to 24' wide. $45,000.00 in mid May.

3. Fix any cross culverts or place any new one on 8800 W. Assorted New CMP pipe $16,500.00. Labor to put in pipes $16,000.

4. Pave 8800 W 1.5 miles long 24' wide 3" thick = 3480 tons of asphalt. $250,560.00\*\*\* Will bid this out\*\*\*. Shoulder new pavement $15,000.00

Total $364,060.00 Contingency Funds $22,940.

Bill and the Council discussed different items.

The Council pointed out that along 8800 W. they need to make sure that land owners have culverts put in so that those that have water rights can access the canal for irrigation.

Bill said if the water is being redirected and there is a new impact on someone’s land the project needs to provide written permission. The Council also discussed that possibility adding an ordinance so that future builders on 8800 W are responsible to pave their driveway to the road and instal the correct size of culvert so that the road is not damaged.

Bill and the Council discussed and decided to save the haul away and landfill fee the town will save the old culverts that are being pulled out to pile them next to the burn pile in town and either sale useable culverts to town members or scrap to put more money back into the towns budget.

To keep the funds in check and to not mix the FEMA funds Bill suggested that the bills be sent directly to the county and let the county separate and fund the POs.

Member John asked Bill if they were going to clean out the barrow pits. Bill said that raising the road a whole foot and clean them out would make a large drop off that it would in his option be unsafe. Bill suggested that every 8-10 or so years have the town invest and get the barrow pits cleaned out.

Member John also asked about the other barrow pits around the rest of the town that have not been maintained and stated that back in 2005 Georgia Henry and Bret Flint both had stated that the roads would start to crumble and fail if the barrow pits are not maintained. Bill did says that all barrow pits need attention.

Bill will hold an open meeting so construction companies can come to the town hall and give their bids for the project.

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

**Review of Departments:**

7. Water- Council Member Nelson-

a) Discussion on new building. - Member Nelson - The Beus house is hooked and everything is good to go there but the road was tore up by Rupps trucking and Member Nelson contacted Rupps about this and Rupps relayed that a member of Portage town called them and used unfavorable language with them. But Rupps will be fixing the road as soon as the ground is dry enough. Member Smith was concerned about how close the shut off valve to the road is to the road on 9200 W, Member Smith put cones out to help protect that. Member Nelson - Rupps will make sure that it will go back to the way it was.

8. Roads - Council Member Smith

a) Bill Gilson from county to discuss the 8800 W project.( Refer to paragraph above)

b) History of Portage Book going to be printed for $20.00- Member Smith found the history book that was lost. Member Smith is ordering these books and took a list of people that want to order it. Cathe Runyan asked if there was an electronic version but Member Smith said that it is a complicated process but she is talking to a few different people about doing it.

c) Discussing flood waters along 8800 W, also road break up in residential areas. Cost for fixing is unknown and county will be doing it when the weather is warmer. Member Smith called the county and they can't do cold patches until its warm. Member Smith explained how they will fix it.

Member Smith - There needs to be an ordinance for future driveways in town and along 8800 W. Member John said to write up a draft and send it to Planning and Zoning.

d) Discuss road signs and cones that have been ordered. Member Smith - Bill was able to get a great price on those. Cost of around $350 for those signs and cones. This came out of the road project fund.

9. Planning and Zoning- Council Member John

a) Lesli Hinz: building permit- parcel 08-039-0058 - Lesli Hinz - Never turned it into the county and the clock didn't start ticking on that building permit. Hinz called the county and the county said that as long as the town doesn't have a time limit on building permits before they expire that Hinz building permit is still relevant. Hinz hopes to start building in June.

She will need to know if there will be a new ordinance for driveways. Member John suggested that to protect her driveway to put a pipe under the driveway.

b) Mario Traveno: lot parcel number 08-039-00-2958- Member John - Darrell Bell and I remember discussing letting him build on this lot back in 2005. The office people are doing a valiant search right now. Member John remembers that Traveno came to the Town Council to make sure that he could build there before he bought it. Member Nelson suggested that because of situations like this, having a time limit on building permits would be beneficial.

c) I have the new master plan copies - Member John handed out new Master Plan to the Council.

d) Update: Member John -We are working on the ordinances/codes and will vote on each section as we go thru them and then present multiple changes to the Town Council at once.

Member John suggested that adding suggestions into the ordinances such as guide lines but not an actual ordinance for members of the town when they are building. Member John also asked that the Council make suggestions for changes in the ordinances.

e) Trevor Siebert has been working on the index section for the ordinances/codes. This will aid the commission in finding information faster and easier.

f) Have pictures and video of 8800 w (if anyone wants to see them) and why I keep stressing for years that we have to get the barrow pits done (bigger and deeper like they used to be) This has been an issue for years I have 2005 minutes when Georga Henery was saying barrow pits need done.- Addressed and Discussed while Bill was explaining the project. Member John was satisfied with Bills explanation.

g) Private Citizens spent hours trying to get the water away from a home and off the roads again. They got the fire truck and blew out the culvert that is just south of our house by the green gates now that is taking a big amount of water. Addressed and discussed while Bill was explaining the project. Member John was satisfied with Bills explanation.

10. Parks and Recreation -

11. Fire Department - Chief Robert Barrow - Mayor Tree - training is up-to-date.

12. Sgt. Bennett- Call out report

Motion to adjourn by Member Smith. Seconded by Member Nelson. Aye votes: Mayor Tree, Member John.

Adjournment 7:30pm

Katherine Munns; Town Clerk/Recorder Nicolas Tree; Mayor

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