**Portage Town Council Meeting**

Wednesday December 9, 2020

Portage Town Hall

25880 N 9000 W Portage, Utah 84331

Town Minutes

**Attendance:** Mayor Nic Tree, Council Member Lesley Smith, Council Member Martina John, Council Member Tyson Nielson, Clerk Katherine Munns, Treasurer Debbie Lucas

**Absent:** Council Member Tyson Nelson

**Visitors:** Sgt. Bennett, Max Huggins, Norma Lasa, Treasa and Jeremey Woolley

**Opening Ceremony**

**Pledge:** Council Member John **Prayer:** Council Member Nielson

**1** Review and Approval of minutes from November 11, 2020 Town Council Meeting. Council Member Smith found several grammar errors that she was going to give to the Clerk to fix.

**Motion to pass the minutes from Wednesday November 11, 2020 by Council Member Smith. Seconded by Council Member Nielson. All aye. Motion Passed.**

**2** Review and Approval of November 11 2020 to December 9 2020 Bills/Payroll.

**Motion to accept to pay the November 11, 2020 to December 9, 2020 Bills by Council Member John. Seconded by Council Member Nielson. All aye. Motion Passed.**

**3** Review Financial Report, Bank Reconciliations and Water adjustments or write-offs. Mayor Tree wanted to bring up a point about the new CARES Act grant. The town will have to amend this budget and to put the grant into it.

**4** Resolution for electronic call policy for meetings. Resolution 02-2020 will be for an emergency, sickness, or if a person needs to be away for business then the member can call in to the meeting. The Council Member that is away needs to let the Mayor know 24 hours in advance and there cannot be more than 2 Council Member away at a time.

**Motion to accept Resolution 02-2020 electronic meetings for the Town of Portage by Council Member John. Seconded by Council Member Smith. All aye. Motion passed.**

**5** Discuss new windows bid. The Bid was $478.32 a window, $956.64 for two windows.

**Motion to pass the bid that was received for the two windows in the Town Hall of $956.64 by Council Member Smith. Seconded by Council Member John. All aye. Motion passed.**

**Call Out Report- Sgt. Bennett**

It was a quiet month. Only 17 cases and most of them were the cops patrolling. Several calls were called in about noisy dogs but couldn’t do anything because no one or thing was injured.

**Motion to adjourn by Council Member Nielson. Seconded by Council Member Smith. All aye. Motion Passed.**

**Adjournment: 6:15pm**

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**/S/Katherine Munns: Portage Clerk /S/Nicolas Tree: Portage Mayor**