**Portage Town Council Meeting**

Wednesday May 11, 2022

Portage Town Hall

25880 N 9000 W Portage, Utah 84331

Town Minutes

**Attendance:** Mayor Max Huggins, Council Member Mariah Huggins, Council Member Sam Patterson, Clerk Gina Marble, Treasurer Debbie Lucas

**Visitors:** Susan Bell, Grant Smith, Amanda Loftiss, Martina John, Val Gibbs, Norma Lasa and Sgt. Johnson.

Mayor Huggins called to meeting to order at 6:00pm.

**Opening Ceremony**

**Pledge:** Councilmember Huggins **Prayer:** Councilmember Nelson

1. Review and approve minutes of April 13, 2022 Council meeting.

**I’ll make a motion to approve the minutes from April 13th, 2022 by Member Huggins. Seconded by Member Nelson. Councilmember Patterson abstained. Motion approves.**

2. Review financial report, bank reconciliations and Water adjustments or write offs. Debbie reported that the bank statements has not been delivered yet and we have no water write offs.

Councilmember Huggins reported that we were $30.00 under the Easter budget.

3. Public Comments, limited 3 min per person.

4. Discuss and vote new Town Councilmember.

 Mayor Huggins reported that we had a councilmember resign, we will have to appoint a new councilmember. The term is for 1 year and 6 months it will end on Dec 31, 2023. We will post the position to the website.

5. Discuss and possible vote for new computer at Town Hall- Mayor Huggins reported that we need to look at a new computer. The last time we updated the town computer was in 2008. We received 2 bids, one was for $3050.98 and the other one was $2487.98. Mayor Huggins stated that we can use the ARPA money.

**I’ll make a motion that we spend up to $3006.00 for a new computer for the town hall by Member Nelson. Seconded by Member Patterson. All aye. Motion approves.**

6. Discuss and possible vote Dan Thomas/Rob Stokes easement on 8800 North/Idaho border-Mayor Huggins reported that in 2008 there was an easement signed by Dan’s mother to the town. The easement is on their property on 8800 North, where it goes up the canyon. Mayor Hugging explained there really isn’t any reason for the town to have that easement. Dan would like the town to give up the easement. Mayor Huggins stated that he would talk to the attorney regarding the easement at the training.

 Councilmember Nelson stated that the town is not responsible for the water lines, we have an easement to the meters but this one goes beyond that.

 The Council tabled it for the next meeting.

7. Information only, ATC update-Mayor Hugging reported that they are starting to hook up connections.

8.Information only, burn pile-Susan Bell reported that the Town purchased the 2 acres to build the arena and the 4-H kids worked on it, we got a grant and that’s how we built the arena, we used it all the time but now we don’t because of the burn pile.

Mayor Huggins stated that we would have to put up a fence to separate the burn pile and the horse arena. We could see how much it would cost to finish it and talk about it next month.

9. Discussion only-2022-2023 Budget-Mayor Huggins presented the 2022-2023 budget to the council. Mayor Huggins reported that it is just like the last years budget.

10. Discuss and possible vote on water resolution for 2022, Irrigation and water rights-Councilmember Nelson presented Resolution 2022-1 Water Rights May 11, 2022 to the council. Councilmember Nelson explained he took out the flooding irrigation but the rest is the same.

**I’ll make a motion that we adopt Resolution 2022-1 by Member Nelson. Seconded by Member Huggins. All aye. Motion approves.**

11. Discuss and possible vote on liability waiver for non treated water connections-Councilmember Nelson stated that this liability release form will protect the town. It’s only for the residences that live up the canyon.

**I’ll make a motion that approves the release of liability and assumption of risk to pre-treated city water by Member Nelson. Seconded by Member Huggins. All aye. Motion approves.**

12. Review of P&Z Order of business information form, Mayor Huggins reported Member Lasa is going to email councilmember Huggins a check list they are working on for building permits.

13. Short term rentals in Portage, no current regulation, P & Z to look into this-. Mayor Huggins reported that Laura Nelson suggested we look into short term rentals.

14.Discuess and possible vote. Discussion of reorganizing the P&Z Commission-Mayor Huggins stated that if we reorganize the commission it will consist of 5 or 7 members. It will have a chair, vice chair and a secretary. The Town Council will not be on the board but will be a liaison. They tabled it for the next meeting.

15. Cheryl/Wayne Allen Property issue-Mayor Huggins reported that The Allen’s might be considering on selling their property. Martina John stated that the property has 2 homes and 2 water meters on it and it shouldn’t. When they built the 2nd home they were going to tear down the original home and never did.

16. Discuss and possible vote on update on Parks department and sprinkler repair-Councilmember Huggins reported that Bill is a couple weeks out.

 Councilmember Huggins reported Brooklyn John is moving, she is getting married.

17. Discussion and possible vote update on bill pay link-Councilmember Huggins stated that Debbie called Pelorus and got it fixed. Debbie will do all of the bill pays.

Meeting adjourns at 6:46pm

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**Gina Marble: Portage Clerk and Recorder Max Huggins: Mayor**