

COMMISSION MEETING MINUTES  
December 1, 2015

The Board of Davis County Commissioners met in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah on December 1, 2015 at 10:00 am. Members present were Commissioner P. Bret Millburn - Chair, Commissioner John Petroff, Jr., Commissioner Jim Smith, Clerk/Auditor Curtis Koch, Chief Deputy Civil County Attorney Neal Geddes and Deputy Clerk/Auditor Shauna Brady.

Meeting Agenda as posted:

PUBLIC NOTICE is hereby given that the Board of Davis County Commissioners, Farmington, Utah, will hold a Commission Meeting at the Davis County Administration Building, 61 South Main Street, Room 303, Farmington, Utah, commencing at **10:00 a.m. on December 1, 2015.**

**OPENING**

Pledge of Allegiance – by invitation

**RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS**

- Recognition of Carol Page for 22 years as a member of the Davis County Library Board
- Notice of Public Hearing, December 8, 2015 at 6 PM, related to the adoption of the proposed 2016 Budget

**BUSINESS/ACTION**

***Jeff Oyler, Davis County Planning Office, presenting:***

Resolution to approve an interlocal cooperative agreement with West Point City to pave ¾ mile on the 200 South trail in West Point City

Interlocal cooperative agreement with West Point City – pave ¾ mile on 200 South trail in West Point

***Tony Thompson, Davis County Planning Office, presenting:***

Authority to execute Quit Claim Deed with Utah Department of Transportation - Highway 193 extension, which was attached to a Right of Entry and Occupancy Agreement on a parcel of land that is part of Tax ID 12-025-0006 (n/a)

***Dave Hansen, Davis County Legacy Events Director, presenting:***

Agreement with AVC Markets LLC – place and maintain vending machines at Legacy Events Center (receivable)

***Chris Sanford, Davis County Library Director, presenting:***

Request to appoint of Jill Craythorne – Davis County Library Board of Directors

***Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presenting:***

Agreement with Voice Products Service, LLC – provide remote diagnostics, on-site hardware and software support for the voice recording equipment used in dispatch (payable)

Obligation Document and Memorandum of Understanding with U S Marshals Service – Violent Fugitive Apprehension Strike Team (VFAST) overtime reimbursement award (receivable)

Memorandum of Understanding with 75<sup>th</sup> Security Forces Squadron, Hill Air Force Base – agreement for mutual support in force protection and police incident response on the borders of Hill AFB (n/a)

***Brian Hatch, Interim Davis County Health Director, presenting:***

Agreement with Legacy Events Center – rental of facility for Safe Kids Day (payable)

Agreement with AmerisourceBergen – maintenance of transaction data for MMCAP (Minnesota Multistate Contracting Alliance for Pharmacy) (payable)

Agreement with Utah Department of Health – provide support to maintain the injury and violence prevention program (receivable)

Agreement with Utah Department of Health – provide support for suicide prevention efforts (receivable)

Agreement with Retired Senior Volunteer Program – provide volunteers at Holt Elementary School (n/a)

Agreement with Retired Senior Volunteer Program - -provide volunteers at Layton Elementary School (n/a)

Agreement with Retired Senior Volunteer Program – provide volunteers at Adelaide Elementary School (n/a)

Agreement with Retired Senior Volunteer Program - -provide volunteers at E.G. King Elementary School (n/a)

Agreement with Retired Senior Volunteer Program – provide volunteers at Vae View Elementary School (n/a)

Agreement with Retired Senior Volunteer Program - -provide volunteers at South Clearfield Elementary School (n/a)

Agreement with Retired Senior Volunteer Program – provide volunteers at Washington Elementary School (n/a)

Agreement with Retired Senior Volunteer Program - -provide volunteers at Eagle Bay Elementary School (n/a)

Agreement with Retired Senior Volunteer Program – provide volunteers at Wasatch Elementary School (n/a)

Agreement with Retired Senior Volunteer Program - -provide volunteers at East Layton Elementary School (n/a)

**BOARD OF EQUALIZATION**

Request for Approval of the Property Tax Register

**CONSENT ITEMS**

Check Registers

**COMMISSIONER COMMENTS**

**PUBLIC COMMENTS** (3 Minutes per Person)

Carol Page, former Davis County Commissioner and Library Board member, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Notice of  
Public Hearing  
for proposed  
2016 Budget

Notice of Public Hearing was given relating to the adoption of the proposed 2016 Budget. It will be held December 8, 2015 at 6 pm at the Davis County Administration Building, 61 South Main, Room 303. The tentative budget is available for public inspection in room 102.

Recognize  
former  
Commission  
employee  
Linda May

Commissioner Millburn welcomed former Commission employee Linda May in the audience and recognized her for her years of service. He asked Linda and Shauna Brady, Linda's replacement in the Commission Office, to stand. He said the two of them have "things coordinated right down to the full attire" and drew attention to the identical outfits they were wearing. Commissioner Petroff noted they are also "the same height." Shauna commented that she has to do whatever she can to fill Linda's shoes.

Recognition of  
Carol Page for  
retiring from 22  
years as DC  
Library Board  
member

Chris Sanford, Davis County Library Director, invited former Davis County Commissioner Carol Page to come forward to be recognized for her 22 years of service as a member of the Davis County Library Board. Chris said, "Thank you for the opportunity to recognize the extraordinary contributions of Carol Page to the Davis County Library and the citizens of the County. Carol has been actively involved with the library system for over 20 years. During that time, the library system grew in many ways including capital projects. We saw the expansion of service at the South Branch in 2000 and the remodel and expansion of the Central Branch in 2002. The system welcomed the Syracuse Branch in 2003, the Centerville Branch in 2006 and the remodel and opening of the Kaysville Branch that same year. In 2012, we opened the Headquarters Library and of course, we are still celebrating the opening of the Kaysville Branch that opened in August of this year. Public service remains our highest priority and those values are reflective of the direction of the board as they adopt the policies that govern our day-to-day operations. As technology has evolved and leap-frogged these past years, the Board has supported our efforts to remain timely in serving our patrons in this area."

She continued, "None of these capital projects or service initiatives would have been possible without the strong leadership of the Board of Directors. Carol's contributions, first as our Commissioner and then as a library board member for the past eight years, have been evident in every project. Her strong knowledge of how county government works and recognizing the value of long range planning helped us to accomplish our goals and aim for the future. More importantly, her strong ethical leadership helped set the tone for service to the public and shaped the library into the library system we all enjoy and work in today. We are grateful to Carol for her tireless efforts and for generously sharing her time and talents with us and she will be missed." Chris presented Carol with a library bag, pen, journal, and a Davis County commemorative coin.

Carol thanked everyone and said it has been a privilege to work all these years with two excellent directors, Pete Giacomini and Chris Sanford. It has been a joy for her to be a part of the library board these many years.

Commissioner Smith said it has been his privilege to sit on the library board and watch how Carol works. He said, "We were trying to find something that might even be especially unique [to honor Carol], and the only thing we could come up with was a gold plated library card. Better than that, we got a library card mounted on gold so that she can have this forever – kind of like the key to the city. This is the key to the library. Your impact has been significant and will be sustained over

the years. Thank you.” The audience applauded Carol.

Jeff Oyler, Davis County Planning Office, presented the following:

Resolution #2015-572 to approve interlocal agreement with West Point City to pave part of 200 South trail

Resolution #2015-572 to approve an interlocal agreement with West Point City to help pave its 200 South Trail. Jeff explained West Point City completed all but  $\frac{3}{4}$  mile of the trail when they ran out of money. Davis County was able to provide equipment and labor. West Point City provided all of the material costs at a fraction of what the federal costs would have been. Jeff explained the project has already been completed prior to the inclement weather.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Interlocal agreement #2015-572 with West Point City to pave part of 200 South trail

Interlocal agreement #2015-572 with West Point City to pave  $\frac{3}{4}$  mile on the 200 South Trail. The receivable reimbursement is \$910.00. The contract period is through December 31, 2015.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Quit Claim Deed #2012-374A for Highway 193

Tony Thompson, Davis County Property Manager, presented Quit Claim Deed #2012-374A with the Utah Department of Transportation for the Highway 193 extension, which was attached to a Right-of-Entry and Occupancy agreement on a parcel of land that is part of Tax ID 12-025-0006. This was executed at the December 4, 2012 Davis County Commission Meeting to allow UDOT to start construction on the Highway 193 extension project over the 200 South drain portion. They requested a donation of 1.05 acres. However, the property committee suggested trading property in the Farmington Preserves area that the County was under obligation with UDOT to maintain (see Agreement #2008-235). The County acquired 8.13 acres with water rights that can be transferred to the Legacy Events Center.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2015-573 with AVC Markets LLC to place & maintain vending machines at the LEC

Dave Hansen, Davis County Legacy Events Center Director, presented agreement #2015-573 with AVC Markets LLC to place and maintain vending machines at the Legacy Events Center. Commissioner Petroff said one of the issues at the LEC is that we have events that run all day long, but at times are very sporadic. There might be a few people there at 8 am, a lot of people there around lunch time, then hardly anyone there at 3 pm. This will help solve those issues where the concessions vendor doesn't want to be open all day, but patrons can still get something to eat. Dave pointed out that it also helps when there are a lot of people and someone can go get something out of the vending machine rather than wait in line. The contract amount is 20% of all net sales. The contract period is indefinite.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Appointment of Jil Craythorne to the Davis County Library Board

Chris Sanford, Davis County Library Director, requested the appointment of Jil Craythorne as a member of the Davis County Library Board of Directors. Chris shared a short bio: “Jil Craythorne was born and raised in Syracuse. She married her 1<sup>st</sup> grade sweetheart Erik Craythorne and together they have six children, four boys and two girls. She graduated from Weber State University and is a registered nurse. She has a passion for running and has run 15 marathons all across the country. The highlight being that she qualified and ran the Boston marathon. Jil loves to read and is always reading or listening to books in her spare time. She has been active in the community where she has served on the community council, PTA president and helped out with numerous local fundraisers. After graduating from nursing school she worked at a nursing home and then took some time off to spend time with her young children. Now that all of her kids

are in school, she and her husband are a few weeks away from breaking ground on an assisted living home in Syracuse that she will own and operate.”

Commissioner Smith said he had the opportunity to meet with Jil and was very impressed by her energy and her commitment to the library. Commissioner Petroff agreed, saying she will be great.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Commissioner Millburn clarified that Jil (one “l”) is the correct spelling of her name. A letter congratulating her will be re-written with the correct spelling.

Davis County Sheriff Todd Richardson presented the following:

Commissioner Millburn recognized the beard Sheriff Richardson has been growing for charity, although it is coming off today. Sheriff Richardson was happy to report this fundraiser brought in over \$6,600.00 to provide clothes and shoes for children.

Agreement #2015-574 with Voice Products Service, LLC to provide remote diagnostics

Agreement #2015-574 with Voice Products Service, LLC to provide diagnostics, on-site hardware and software support for the voice recording equipment used in dispatch Monday through Friday, 8 am to 5 pm, excluding holidays. Travel expenses are also included for support visits. They will also provide after-hours remote diagnostics, hardware and software support at hourly rates. Sheriff Richardson said this equipment is also used to store recordings of critical incidences. He confirmed this is the same company they have been using in the past, but now has a different name. The payable contract amount is \$8,213.45. The contract period is November 5, 2015 through November 4, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Obligation document and MOU #2015-575 with the US Marshals Service for VFAST overtime reimbursement award

Obligation document and memorandum of understanding #2015-575 with the U S Marshal’s Service for Violent Fugitive Apprehension Strike Team (VFAST) overtime reimbursement award. Sheriff Richardson said this used to be called the JCAT (Joint Criminal Apprehension Team). Apparently, that was too forceful of a name, so it was changed to VFAST. This service allows interaction with the feds to find and apprehend criminals. They reimburse the Sheriff’s Office for their overtime. The receivable contract amount is a maximum of \$10,000.00. The contract period is October 1, 2015 through September 30, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

MOU #2015-576 with 75<sup>th</sup> Security Forces Squadron at HAFB for mutual support for incident response

Memorandum of Understanding #2015-576 with the 75<sup>th</sup> Security Forces Squadron at Hill Air Force Base for mutual support in force protection and police incident response on the borders of the Base. There are no monies exchanged. The period of contract is 3 years from date signed.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Brian Hatch, Davis County Interim Health Director, presented the following:

Agreement #2015-577 with LEC for space rental for Safe Kids Day

Agreement #2015-577 with the Legacy Events Center for space rental for Safe Kids Day, sponsored annually by the Health Department. The payable contract amount is \$595.00. The contract period is May 7, 2016.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2015-578 with AmerisourceBergen for

Agreement #2015-578 with AmerisourceBergen for maintenance of transaction data for MMCAP (Minnesota Multistate Contracting Alliance for Pharmacy). Brian explained this is who we get our

maintenance

immunizations and vaccinations from and receive a reduced price for purchasing through multi-states. If we ever have to request any transactional data, there is a fee involved. However, to his knowledge, we have never requested any data. Commissioner Smith confirmed the contract amount is free for the first year and service based thereafter. The contract period is one year from date signed with automatic renewal.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2015-579 with Utah Dept of Health to provide support for injury & violence prevention for youth.

Agreement #2015-579 with the Utah Department of Health to provide support to maintain the injury and violence prevention program for youth. The receivable contract amount is \$57,262.00. The contract period is July 1, 2015 through June 30, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2015-580 with Utah Dept of Health to provide support for suicide prevention efforts

Agreement #2015-580 with the Utah Department of Health to provide support for suicide prevention efforts. The receivable contract amount is \$73,000.00. The contract period is October 1, 2015 through September 30, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

MOUs #2015-581 through #2015-590 with elementary schools to provide RSVP volunteers to help with student services

Memorandums of Understanding with the Retired Senior Volunteer Program (RSVP) to provide volunteers to help with student services at the following elementary schools:

- #2015-581 - Holt Elementary School
- #2015-582 - Layton Elementary School
- #2015-583 - Adelaide Elementary School
- #2015-584 - E.G. King Elementary School
- #2015-585 - Vae View Elementary School
- #2015-586 - South Clearfield Elementary School
- #2015-587 - Washington Elementary School
- #2015-588 - Eagle Bay Elementary School
- #2015-589 - Wasatch Elementary School
- #2015-590 - East Layton Elementary School

There is no contract dollar amount. The contract period is August 24, 2015 through June 3, 2016.

Commissioner Petroff made a motion to approve agreements with elementary schools listed. Commissioner Smith seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk /Auditor.

Move to BOE

Commissioner Smith made a motion to convene as the Board of Equalization. Commissioner Petroff seconded the motion. All voted aye.

Approve Property Tax Register

Curtis Koch, Davis County Clerk/Auditor, presented the Property Tax Register which reflected 3 abatements. Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Reconvene Commission meeting

Commissioner Petroff made a motion to reconvene Commission Meeting. Commissioner Smith seconded the motion. All voted aye.

Approve check registers

Check registers as prepared by the Davis County Clerk/Auditor's Office were approved with a motion by Commissioner Smith. Commissioner Petroff seconded the motion. All voted aye. The documents are on file in the Davis County Clerk/Auditor's Office.

No Commissioner comments

No public comments

Meeting Adjourned

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Clerk/Auditor

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Chair