

COMMISSION MEETING MINUTES  
October 11, 2016

The Board of Davis County Commissioners met on October 11, 2016 at 10 am in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner John Petroff, Jr. - Chair, Commissioner Jim Smith, Commissioner P. Bret Millburn, Clerk/Auditor Curtis Koch, Chief Deputy County Attorney Neal Geddes and Deputy Clerk/Auditor Janet Hanson.

Agenda as posted

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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, #303, Farmington, Utah, commencing at 10 am on October 11, 2016.

**OPENING**

Pledge of Allegiance – by invitation

**RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS**

- Report - 2015 Davis County Commissioner Cup Funds granted to the Joy Foundation by Jane Joy
- Report - 2016 Davis County Fair – Brooks Burr, Davis County Fair Coordinator

**BUSINESS/ACTION**

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

Request to finalize sale of surplus tax sale property (Tax ID 07-041-0017) located at 400 East 165 South in Farmington and execute Quit Claim Deed to Samuel W. and Brynne Hammack (receivable)

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

Summary List of rentals at Legacy Events Center (12)

***Mark Langston, Davis County Information Systems Director, presenting:***

Agreement with Hyland Software, Inc. – document imaging SIRE to Onbase (payable)

***Mack McDonald, Davis County Facilities Director, presenting:***

Agreement with Tree Care Solutions – tree care service for the Davis County South Branch Library (payable)

***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)

Agreement with Utah Division of Fleet & Surplus Services – receive surplus Department of Defense property and equipment (n/a)

Agreement with Swank Motion Pictures – video licensing to show DVDS & videos to jail inmates (payable)

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

Agreement with Kimber Ventures Inc./Comfort Keepers – purchase of in-home services for clients of Davis County (payable)

MOU with Utah Department of Health – establish procedures to develop, manage, operate and secure Utah's National Electronic Disease Surveillance System (UT-NEDSS) in accordance with State and Dept. policy for protection & handling of disease surveillance & investigation case information (n/a)

MOU with Retired Senior Volunteer Program – provide volunteers at Antelope Island State Park (n/a)

MOU with Retired Senior Volunteer Program - provide volunteers at Bountiful Community Food Pantry (n/a)

MOU with Retired Senior Volunteer Program – provide volunteers at Davis County Division of Senior Services (n/a)

MOU with Retired Senior Volunteer Program – provide volunteers at Davis Hospital & Medical Center (n/a)

MOU with Retired Senior Volunteer Program - provide volunteers at Family Connection Center (n/a)

MOU with Retired Senior Volunteer Program – provide volunteers at Lakeview Hospital (n/a)

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

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

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

MOU with Retired Senior Volunteer Program – provide volunteers at Kays Creek Elementary School (n/a)

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

**BOARD OF EQUALIZATION**

Request for Approval of the Property Tax Register

**CONSENT ITEMS**

Check Registers

Minutes – September 13 & 20, 2016

**COMMISSIONER COMMENTS**

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

Commissioner Smith led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Public notice was given that the Commissioners will be in attendance at West Point City Council meetings on October 18, 2016, for their work session at 6 PM and 7 PM for the City Council Meeting. This is an effort by the Commissioners to take and receive information with the public.

Joy Foundation

Jane Joy, Joy Foundation, thanked the commissioners for their support over the years by providing Commissioners' Cup grant funds toward their program. The Joy Foundation is a charity that works with and focuses on troubled youth. They work with youth at Farmington Bay Youth Detention Center in hopes of getting them to see their worth, showing that art is a healthy alternative and to help them create stability. The Foundation organizes an annual chalk art event in Bountiful that has great participation.

The commissioners have attended the chalk art event and agreed that the art is amazing. They thanked Joy for her passion and belief in the youth.

2016 Fair report

Brooks Burr, Davis County Fair Coordinator, gave a PowerPoint presentation and report of the 2016 Davis County Fair which was themed "Pirates of the Fairibbean". He highlighted the many attractions: Pirates of the Sky, a thrilling acrobatic show; 2 large pirate ships that children could climb and explore and had a Jack Sparrow pirate impersonator; Gator Boys Reptile Show with cast and crew from their TV show; Elephant Encounter; pony rides & petty zoo; Main Stage performances - location changed to accommodate larger audiences for Senior Day and Magical Celebrations (princesses); a popular watermelon eating contest which Commissioner Millburn participated in (picture shown); the demolition derby; Rocky Mountain Professional Rodeo; Kim's Cold Blooded Creatures; and SeaQuest Aquarium (will be opening soon in Layton Hills Mall). Statistically, sponsorships have increased significantly over the past 4 years. Vendors reported that sales were down slightly. In a survey of the vendors, in terms of organization & ease in booth set up, they rated the Davis County Fair, a 4.5 out of 5. Brooks explained that there was a \$17,838 cut from 2015 to 2016 in expenses that he had to be very creative to work around. He gave a shout-out to the American Legion for their Flag Retirement Ceremony. Brooks estimated 40,000 attendees by gaging parking and carnival sales which were both up.

The commissioners commended Brooks for creating a family friendly atmosphere. He kept costs down and revenues up and provided good leadership. Brooks also gave credit and thanked the volunteers and staff.

Quit Claim Deed #2016-372A to Finalize Sale of surplus property Tax ID 07-041-0017 in Farmington to Samuel & Brynne Hammack

Tony Thompson, Davis County Property Manager, recommended acceptance of sealed bid #13-2016 for \$200.00 (plus recording fees) from Samuel W. and Brynne Hammack to finalize the sale of surplus property (Tax ID 07-041-0017) located at 400 East 165 South in Farmington and to execute Quit Claim Deed #2016-372A.

Commissioner Smith made a motion to accept the sealed bid. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor's Office.

Summary list #2016-395 for LEC rentals

David Hansen, Davis County Legacy Events Center Director, presented summary list #2016-395 of rental agreements (12) at the Legacy Events Center. He explained that the agreements are low dollar amount and low risk rentals.

Commissioner Millburn 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 #2016-396 Hyland Software Inc. - document imaging from SIRE to Onbase

Jim Duddleston, Davis County Information Systems Network Administrator, presented agreement #2016-396 with Hyland Software, Inc. for document imaging from SIRE to Onbase. He explained that SIRE was acquired by Hyland who has the Onbase program. Hyland has stopped development of SIRE. They are providing a financial incentive (\$240,000.00) to migrate SIRE to Onbase. Jim felt it was in Davis County's best interest to take advantage of this incentive. Period of contract is until canceled. Payable amount is

\$26,500.19.

Commissioner Millburn 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  
#2016-397  
Tree Care  
Solutions –  
services at South  
Branch Library

Mack McDonald, Davis County Facilities Director, presented agreement #2016-397 with Tree Care Solutions to provide service at the South Branch Library in Bountiful. He explained that there is a blue spruce that was leaning and had exposed roots. They consulted with USU Extension Services who said the tree was a hazard and recommended Tree Care Solution to assess the situation. During their assessment they discovered that the tree also had Spruce Beetles and recommended that the tree be removed to stop the infestation to the other foliage. Additional necessary pruning will also be provided. The period of contract is one month. Payable amount is \$4,027.83.

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

Tabled  
Voice Products  
Service, LLC

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presented the following:

Agreement with Voice Products Service, LLC to provide remote diagnostics, for on-site hardware and software support for the voice recording equipment used in dispatch (911).

Commissioner Smith made a motion to approve. Commissioner Millburn made a motion to second. For further discussion Commissioner Millburn recalled and asked if a request had been submitted during the 2017 budget meetings to upgrade or replace this equipment. Chief Fielding confirmed that it had. He also indicated that it is a critical service in dispatch. The proposed agreement period is November through November of 2017. Commissioner Millburn requested the term be modified with the possibility of new equipment in 2017 and that the agreement be resubmitted.

Commissioner Smith withdrew his motion. Commissioner Millburn made a motion to table the agreement. Commissioner Smith seconded the motion. All voted aye.

Agreement  
#2016-398  
UT Div of Fleet  
& Surplus  
Services

Agreement #2016-398 with the State of Utah Division of Fleet & Surplus Services to remain eligible to receive surplus Department of Defense property and/or equipment. Period of contract is signature to 30-day notice. There is no contract amount.

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

Agreement  
#2016-399  
Swank Motion  
Pictures for video  
licensing

Agreement #2016-399 with Swank Motion Pictures for video licensing to show DVDs and videos to jail inmates as an incentive for good behavior. Period of contract is November 1, 2016 through October 31, 2017. Payable contract amount is \$1,881.00.

Commissioner Millburn 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.

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

Agreement  
#2016-400  
Comfort Keepers  
in-home services

Agreement #2016-400 with Kimber Ventures Inc. / Comfort Keepers (new owner) for direct purchase of needed in-home services for clients of Davis County. An example of these services are: respite; home health aide; cleaning; and shopping. Period of contract is July 1, 2016 through June 30, 2017. Payable contract amount is service dependent.

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

MOU  
#2016-401  
UT Dept of  
Health –  
UT-NEDSS

Memo of Understanding #2016-401 with the Utah Department of Health to establish procedures to develop, manage, operate and secure Utah's National Electronic Disease Surveillance System (UT-NEDSS) in

accordance with State and department policy for protection and handling of disease surveillance and investigation case information. Brian explained that reportable diseases are entered into UT-NEDSS which notifies the Health Department to investigate and put the information in the system. This document governs that data repository. Period of contract is July 1, 2016 through June 30, 2021. No monies are involved.

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

The following memos of understandings are with the Retired Senior Volunteer Program to provide volunteers at the various locations and their contract periods (no monies involved.):

MOU #2016-402	Antelope Island State Park; August 11, 2016 – August 11, 2019
MOU #2016-403	Bountiful Community Food Pantry; September 1, 2016 – September 1, 2019
MOU #2016-404	D.C. Division of Senior Services; September 8, 2016 - September 8, 2019
MOU #2016-405	Davis Hospital & Medical Center; January 1, 2016 – January 1, 2019
MOU #2016-406	Family Connection Center; June 1, 2016 – June 1, 2019
MOU #2016-407	Lakeview Hospital; August 25, 2016 – August 25, 2019
MOU #2016-408	Adelaide Elementary School; September 2016 – June 2017
MOU #2016-409	E.G. King Elementary School; August 24, 2016 – June 1, 2019
MOU #2016-410	Eagle Bay Elementary School; September 8, 2016 – September 8, 2017
MOU #2016-411	Kays Creek Elementary; September 2016 – May 2017
MOU #2016-412	South Clearfield Elementary School; August 2016 – August 2017

Commissioner Smith listed all locations and made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor's Office.

BOE

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

Property Tax Register approved

Curtis Koch presented the Property Tax Register which reflected:

- 2 veteran abatements.  
Commissioner Millburn made a motion to approve. Commissioner Smith seconded. All voted aye.
- September small dollar write-off of \$184.14.  
Commissioner Millburn made a motion to approve. Commissioner Smith seconded. All voted aye.
- Personal property tax penalty waiver for 2016 in the amount of \$5,754.21.  
Commissioner Smith made a motion to approve. Commissioner Millburn seconded. All voted aye.
- 65 appeals that the stipulated value was agreed upon.  
Commissioner Smith made a motion to approve. Commissioner Millburn seconded. All voted aye.
- 11 appeals that were denied, had no change in value and did not request a hearing.  
Commissioner Smith made a motion to approve. Commissioner Millburn seconded. All voted aye.
- 5 appeals that were dismissed due to a lack of evidence.  
Commissioner Millburn made a motion to approve. Commissioner Smith seconded. All voted aye.
- 2 appeals withdrawn.  
Commissioner Millburn made a motion to approve. Commissioner Smith seconded. All voted aye.
- 15 requests for late abatements for 2016.  
Commissioner Millburn made a motion to approve. Commissioner Smith seconded. All voted aye.
- 1 value correction for 2016.

Commissioner Millburn 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.

Reconvened

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

Check registers  
approved

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

Commission  
Meeting minutes  
approved.

Commissioner Millburn made a motion to approve the minutes of September 13 and 20, 2016. Commissioner Smith seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Commissioner comments:

Commissioner Smith said "Last week was a somewhat grueling week with all of the budget meetings that Curtis conducted. It was good to sit with all of the department heads and elected officials and to be involved in that process. Special thanks to Curtis and his excellent team. They did a great job of taking our budgeting process in a bit of a different direction which had much more involvement at all levels. It was a good experience. Thank you Curtis."

No public comments.

Meeting adjourned.

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Clerk/Auditor

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Chair