

COMMISSION MEETING MINUTES  
October 4, 2016

The Board of Davis County Commissioners met on October 4, 2016 at 8:30 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

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 **8:30 AM on Tuesday, October 4, 2016.**

**OPENING**

Pledge of Allegiance – By Invitation

**RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS**

- RFP Opening –Davis County Animal Care & Control HVAC Upgrade
- Report on Miss Davis County Outstanding Teen – Desiree Werrett, Miss Davis County/Outstanding Teen Director

**BUSINESS/ACTION**

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

Notice of Award to Hill West Environmental - Davis County Facilities Management Environmental Assessment and Remediation Consultant (payable)

***Barry Burton, Davis County Community & Economic Development Director, presenting:***

Notice of Award to Rural Community Consultants - Davis County Resource Management Plan (payable)

***Mike Moake, Davis County Legacy Events Center Marketing, presenting:***

Agreement with New Life Consignment – 2017 children’s consignment sales event (receivable)

***Tony Zambrana, Davis County Grants Auditor, presenting:***

Sub-grantee agreement with Davis Community Housing Authority – Community Development Block Grant (CDBG) program funding the expenses related to the Down Payment Assistance Program, Roof Repair and Emergency Home Repair Program (payable)

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

Memo of Understanding with Utah Highway Safety Office – Child Passenger Safety (CPS) Program (receivable)  
Amendment with Utah Dept. of Health – Minimum Performance Standards to provide public health Services (receivable)

***Curtis Koch, Davis County Clerk/Auditor, presenting:***

Agreement with Davis Conference Center – accommodations for public hearing in December (n/a)

**BOARD OF EQUALIZATION**

Request approval of the Property Tax Register

**CONSENT ITEMS**

Check Registers

**COMMISSIONER COMMENTS**

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

**CLOSED MEETING** – UCA 52-4-205(1)(c) Strategy session to discuss pending or reasonably imminent litigation.

**Action taken regarding matters discussed in Closed Meeting**

Neal Geddes, Davis County Chief Deputy County Attorney, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

U of U Health  
Center

Commissioner Petroff explained the meeting was scheduled earlier to allow the Commissioners to support and attend the University of Utah Health Center’s grand opening and ribbon cutting, located here in Farmington, this morning.

Opening of  
RFP’s for AC&C  
HVAC upgrade

Curtis Koch opened the following RFPs for the Davis County Animal Care & Control HVAC upgrade:

Project: Animal Care & Control HVAC Upgrade

August 4, 2016

	BIDDER	AMOUNT
1.	Carman Refrigeration Commercial Sales & Service, Inc.	\$178,912.00
2.	Commercial Mechanical Systems & Service	\$191,028.00
3.	Wasatch HVAC	\$145,141.00

The RFP's will be provided to Davis County Facilities for their review and recommendation.

Miss Davis County Outstanding Teen's report on Miss Utah's Outstanding Teen Pageant

Sabrina Fessler, Miss Davis County Outstanding Teen, reported that this past weekend she participated in Miss Utah's Outstanding Teen Pageant. In preparation of the event she learned the Flamenco Dance, practiced interview questions and got caught up on current events. Although she was not awarded the title, she felt like a winner having gained 26 best friends, a ton of confidence and learned the importance of lifting up others and herself. She was grateful for the organization which has helped her nurture and grow to become the young woman she is.

The Commissioners commended Sabrina and commented on her increased confidence and the transformation since they first met her. They felt that she is a great role model and that her message will be heard. They also thanked Desiree Werrett, Miss Davis County Pageant Director, in the audience.

Notice of Award #2016-388 to Hill West Environmental as an Environmental Assessment & Remediation Consultant

Mack McDonald, Davis County Facilities Director, presented a Notice of Award #2016-388 to Hill West Environmental for Davis County Facilities Management Environmental Assessment and Remediation Consultant. They will be a consultant for remediation and scopes of work. The period of contract is October 2016 through October 2019. Payable amount is \$49,800.00

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.

Notice of Award #2016-389 to Rural Community Consultant for Resource Management Plan

Barry Burton, Davis County Community & Economic Development Director, presented Notice of Award #2016-389 to Rural Community Consultants for Davis County Resource Management Plan. He explained they were not the lowest bid but are the most familiar with the process and have done this type of work before. Barry noted that the principle in the firm was instrumental in writing the legislation so he is familiar with what is required. Their references and qualifications of the individuals were very good. Period of contract will be addressed in the agreement. Maximum payable amount is \$40,000.00 (part 2016 & part 2017).

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 #2016-390 New Life Consignment

Mike Moake, Davis County Legacy Events Center Marketing, presented agreement #2016-390 with New Life Consignment for a popular children's consignment sales event. Period of contract is April 25-29, 2017. Receivable amount is \$5,360.00.

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.

Sub-grantee agreement #2016-391 with Davis Community Housing Authority for CDBG funds

Tony Zambrana, Davis County Grants Auditor, presented sub-grantee agreement #2016-391 with Davis Community Housing Authority to receive Community Development Block Grant (CDBG) program to fund the expenses related to their Down Payment Assistance Program (first homes), Roof Repair and Emergency Repair Program. Period of contract is July 1, 2016 through December 31, 2017. Payable amount is \$150,000.00.

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.

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

MOU #2016-392  
UT Highway  
Safety Office –  
CPS Program

Memo of Understanding #2016-392 with the Utah Highway Safety Office to facilitate the Child Passenger Safety (CPS) Program. This is for car seat checks to verify the correct fit for the child and to provide education. Brian also noted that car seats expire and need replacement. Period of contract is October 1, 2016 through September 30, 2017. Receivable amount is \$10,000.00.

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.

Amendment  
#2015-392A  
UT Dept of  
Health FY17  
MPS to provide  
public health  
services

Amendment #2015-392A with Utah Department of Health adding FY2017 funding for the Minimum Performance Standards contract to provide public health services. These performance standards are mandates by the legislature. Period of contract is July 1, 2016 through June 30, 2017. Receivable amount is \$134,608.00.

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  
#2016-393  
Davis  
Conference  
Center to host  
public hearing in  
Dec.

Curtis Koch presented agreement #2016-393 with the Davis Conference Center to host a public hearing regarding the proposed 2017 tax increase. Period of contract is December 6, 2016. No monies are involved.

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.

BOE

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

Property Tax  
Register  
approved

Curtis Koch presented the Property Tax Register which reflected the following:

- 47 corrections – properties that are sold to tax exempt entities or were sold from tax exempt entities and need to be adjusted now that the certified tax rate has been set.

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

- 74 appeals that the stipulated value was agreed upon.

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

- 7 appeals that were denied after review and chose not to appeal the denial.

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

- 3 appeals dismissed due to no evidence being submitted, nor did they reply to requests for evidence.

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

- 7 - 2016 appeal hearings that have taken place.

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

- 30 late abatements for 2016: circuit breaker, indigent and veteran.

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

- Due to the recent ordinance change, a waiver of personal property penalty totaling \$811,206.99.

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

Check registers approved

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

Commissioner comments – online voter registrations

Commissioner comments:

Curtis Koch indicated his office has recognized the value of social media beyond sharing cat videos. In 2015 from September 1 to October 3 there were 884 website (online) voter registration. This year (2016), from September 1 to October 3, their office has received 7,304 online voter registrations. That is primarily due to the push by Facebook. On September 23<sup>rd</sup> there were just under 200 online registrations. On Facebook, the first thing anyone saw that logged in September 24, 25 & 26 was an advertisement to register to vote. Online registrations on September 24<sup>th</sup> jumped to almost 1,600. Google has followed suit. He is pleased to have this voter outreach that we cannot afford to buy. Curtis acknowledged and gave appreciation to his staff that have taken on this additional load during a very high stress time. “They have not complained and have really worked hard. We have had to bring in some temporary staff to get back to speed as there are several pressing deadlines with the presidential election coming up. It is a real credit to the election staff for the work that they have put in. It is great to have increased participation. It is great to have staff that we can make sure people get registered and have that right to vote.”

No public comment.

Closed Session

Commissioner Millburn made a motion to move to a closed session per UCA 52-4-205(1)(c) - Strategy session to discuss pending or reasonably imminent litigation. Commissioner Smith seconded the motion. All voted aye.

Reconvened

Commission Meeting reconvened.

Confidential settlement agreement #2016-394

Commissioner Millburn made a motion to approve the settlement agreement #2016-394 (**protected**) addressing case #150400197 and authorizing our Civil Division (Attorney’s Office) to sign the agreement on Davis County’s behalf. It also relates to additional pending appeals for the years of 2013, 2014 and 2015.

**This is to be a protected record.** Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Meeting adjourned.

---

Clerk/Auditor

---

Chair