

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

September 29, 2020

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on September 29, 2020, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

Present on the dais were: Commissioner Lorene Miner Kamalu, Chair; Commissioner Bob J Stevenson, Vice-Chair; and Commissioner Randy B. Elliott. Also present: Curtis Koch, Davis County Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

All documents from this meeting are on file in the Davis County Clerk/Auditor’s Office. The agenda for this meeting is incorporated into the minutes as item headers.

OPENING

Recognitions,
Presentations &
Informational
Items

Due to the coronavirus pandemic, special meeting circumstances apply.

In consideration of the COVID-19 pandemic, attendance will be limited to no more than 20 individuals, including Commission and staff. Masks are recommended and all those in attendance will be required to participate in a socially distant manner. Because of the room occupancy limitation, those wishing to watch the meeting are encouraged to do so by viewing the meeting online. Meeting proceedings may be viewed remotely through YouTube live streaming at: <https://www.daviscountyutah.gov/commission/meetings>. Those wishing to direct comments to the Commission regarding a public hearing or to make public comment can do so in-person or by emailing comments to commissioners@daviscountyutah.gov by 3 p.m. the day of the meeting.

The meeting convened at 4:01 p.m. with a reminder of meeting guidelines related to COVID-19. It was noted that no public comments pertinent to the agenda were received by Commissioners prior to the meeting.

Rhonda Perkes, from Congressman Chris Stewart’s Office, led the Pledge of Allegiance.

Notice of Intent
#2020-506 to
engage in
contract
negotiations
with Kronos Inc.
for timekeeping
system

Notice of Intent #2020-506 to engage in contract negotiations with Kronos Inc. for the Davis County Time & Attendance System — *Presented by Curtis Koch, Davis County Clerk/Auditor*

A Request for Proposals (RFP) was issued July 23, 2020, for a county-wide timekeeping system. Several companies submitted proposals, which were reviewed by a committee. The proposal of Kronos Inc. was recommended as the best value to the County.

PUBLIC COMMENTS

Members of the public were invited to make comments to the Commission.

Rhonda Perkes offered an update on Congressman Stewart’s work to create the three-digit suicide hotline. The legislation is now in place to make that number 988. It did pass the House and is anticipated to pass the Senate and be on the President’s desk soon. It may take a couple of years to be activated nationwide. There are still big pieces to put together with telecommunications and routing calls to mental health organizations. She also gave a reminder that the National Security Summit would be held on Tuesday, Oct. 6, 2020.

James Muirbrook, a Davis County resident, expressed his concerns about changes that could be made at Davis Park Golf Course when Brad Stone retires from his position as Head Golf Professional. He has heard speculation about streamlining to have one person over both of the County’s golf courses. Davis Park Golf Course is family-friendly, he said, and he would like it to remain that way. He suggested that everyone, including Zach Johnson who has worked at the course for a long time, be allowed to apply for the position.

Commissioner Stevenson informed Mr. Muirbrook that no decision has been made about replacing Brad Stone. Both golf courses are great assets and the goal is to make them even better. A business-like

COMMISSIONERS' MINUTES – DAVIS COUNTY

approach will be taken to decide what is best for the golf courses, the County, and the citizens. The request to maintain the family-friendly atmosphere at Davis Park Golf Course was noted.

BUSINESS/ ACTION

Grant Application #2020-507 to Utah Dept. of Public Safety, Division of Emergency Management for Emergency Management Performance Grant (EMPG)

Grant Application #2020-507 to Utah Dept. of Public Safety, Division of Emergency Management for Emergency Management Performance Grant (EMPG) for financial assistance and technical expertise for Davis County's Emergency Management Program — Presented by Commissioner Kamalu

A grant application to the Utah Department of Public Safety, Division of Emergency Management, was presented. The application from the Sheriff's Office is for an Emergency Management Performance Grant (EMPG) for financial assistance and technical expertise for Davis County's Emergency Management Program. It was noted that the County's Emergency Manager, Chad Monroe, has done a lot of work lately and that cities have been writing letters since the windstorm thanking him and his team. The County is very interested in continuing its emergency management leadership. The contract period is 07/01/2020 to 06/30/2021. The receivable amount is \$81,064.61.

Grant Award #2020-508 from Utah Commission on Criminal and Juvenile Justice for Assistant Emergency Manager computer equipment and a body camera for crime lab

Grant Award #2020-508 from Utah Commission on Criminal and Juvenile Justice (UCCJJ) for computer equipment to facilitate the needs of Davis County Sheriff's Office Assistant Emergency Manager for large and small scale events/disasters, etc., as well as a body camera for the Crime Lab — Presented by Commissioner Kamalu

A grant award from the Utah Commission on Criminal and Juvenile Justice (UCCJ) was presented. The grant is for computer equipment to facilitate the needs of the Davis County Sheriff's Office's Assistant Emergency Manager, who was recently hired, for large- and small-scale events and disasters. The grant is also for a body camera for the crime lab. The contract period is 10/01/2020 to 03/31/2021. The receivable amount is \$4,500.

Agreement #2020-509 with Metals Manufacturing Co. Bradshaw Door Controls for installation of automatic door operators with actuation devices

Agreement #2020-509 with Metals Manufacturing Co. Bradshaw Door Controls for installation of two interior and exterior low energy automatic door operators with actuation devices — Presented by Commissioner Kamalu

The agreement with Metals Manufacturing Co. Bradshaw Door Controls is for installation of two low energy automatic door operators, one interior and one exterior, with actuation devices. An additional actuation device will be mounted in the vestibule of the Jail lobby entry. Three quotes have been attached to the agreement. The contract begins 09/29/2020, and there is no ending date. The payable amount is \$3,580.73.

Ratification of Agreement #2020-510 with Omnilink for web-based solutions and services, including hardware and software, for ankle monitoring program

Ratification of Agreement #2020-510 with Omnilink for web-based solutions and services for monitoring individuals including hardware and software for ankle monitoring program — Presented by Commissioner Kamalu

An agreement with Omnilink was ratified. The agreement is for web-based solutions and services for the monitoring of individuals, including hardware and software for an ankle monitoring program, which has potential to free up space in the County Work Center and to be really good for the individuals who need them. The contract period is 09/23/2020 to 09/23/2022. The cost is based on tiered package lease pricing, so the payable amount is dependent on the number of units leased. GPS hardware plus monitoring software for 10-25 units is \$3.25 per unit; for 26-50 units it is \$3.10, and for 51 or more units it is \$3.00.

Rescind approval of agreement with Lexipol from the Sept. 22, 2020, Davis County Commission Meeting

Rescind approval of agreement with Lexipol from the September 22, 2020, Davis County Commission Meeting — Presented by Commissioner Kamalu

Commissioners rescinded approval of an agreement with Lexipol, presented during the Davis County Commission Meeting held on Sept. 22, 2020, because of an inadvertent error in the way Lexipol documents were listed on the agenda. The error was corrected with the following two items.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Agreement #2015-595-A with Lexipol for daily training bulletins and bulletin management for law enforcement

Amendment #2015-595-A with Lexipol for daily training bulletins and daily training bulletin management for Law Enforcement on policy reinforcement training — Presented by Commissioner Kamalu

An amendment was introduced to a contract with Lexipol. The amendment is for daily training bulletins and daily training bulletin management for law enforcement on policy reinforcement training through Lexipol. The contract period is 10/01/2020 to 11/30/2021. The payable amount is \$8,430.

Agreement #2020-511 with Lexipol for policy manual and daily training bulletins, support, cross-reference and specific content extraction for Corrections

Agreement #2020-511 with Lexipol for policy manual and daily training bulletins, plus support, cross-reference and specific content extraction for Corrections Division — Presented by Commissioner Kamalu

An agreement with Lexipol was presented. The agreement is for policy manual and daily training bulletins, plus support, cross-reference and specific content extraction for the Corrections Division. The contract period is 09/29/2020 to 09/22/2025. Custody pricing is based on 650 beds for a total payable amount of \$25,087.50.

Training Reimbursement Agreement #2020-512 with Mark Jonathan Demke

Training Reimbursement Agreement #2020-512 with Mark Jonathan Demke for special functions training and basic corrections academy training costs, wages and benefits — Presented by Commissioner Kamalu

A training reimbursement agreement with Mark Jonathan Demke was introduced. The agreement is for special functions training and basic corrections academy, for the cost of training, wages and benefits. The contract period is 09/29/2020 to 09/29/2022. The receivable amount is \$13,630.

Training Reimbursement Agreement #2020-513 with Tanner Max Volksen

Training Reimbursement Agreement #2020-513 with Tanner Max Volksen for special functions training and law enforcement officer training wages, benefits and training academy costs — Presented by Commissioner Kamalu

A training reimbursement agreement with Tanner Max Volksen was also introduced. The agreement is for special functions training and law enforcement officer training, for wages, benefits and the cost of the training academy. The contract period is 09/29/2020 to 09/29/2022. The receivable amount is \$13,830.

Interlocal Agreement #2020-514 with Bountiful City to establish the County Clerk as the Provider Election Officer to provide election services for the 2020 Bountiful City Bond Election

Interlocal Agreement #2020-514 with Bountiful City to establish the County Clerk as the Provider Election Officer to provide election services for the 2020 Bountiful City Bond Election — Presented by Commissioner Kamalu

Bountiful City is holding a special bond election. Per Utah Code §20A-5-400.5, the County Clerk must serve as the Provider Election Officer to conduct the election, and Utah Code §20A-5-400.1 requires an interlocal agreement between the political subdivisions to establish the County Clerk as the Provider Election Officer. This is the interlocal agreement with Bountiful City and the County to provide election services for the 2020 Bountiful City Bond Election. No beginning date was given; the contract ending date is 02/01/2021. The County will receive payment only for cost incurred.

Ratification of Agreement #2020-515 with Davis School District to provide funding from Davis County using CARES funds

Ratification of Agreement #2020-515 with Davis School District to provide funding from Davis County using CARES funds — Presented by Commissioner Kamalu

An agreement with Davis School District was ratified. The agreement provides funding to the School District from Davis County CARES (Coronavirus Aid, Relief, and Economic Security) funding. The list uses are in Attachment A. If the federal government extends the time for expenditure of CRF (Coronavirus Relief Fund) funds, this agreement may be extended. This is a cooperation between the County and Davis County School District, which is not part of County government. The School District had a lot of expenses to respond to the pandemic and start the 2020-21 school year, and needed more money. Education for children is one of the most important places to put funding in response to the pandemic. The contract period is 09/24/2020 to 11/30/2020. The payable amount is \$3,571,000.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Resolution #2020-516 reallocating approved CARES funds to appropriate expense accounts

Resolution #2020-516 reallocating approved CARES funds to appropriate expense accounts, pursuant to U.C.A. §17-36-23 — Presented by Curtis Koch, Clerk/Auditor

A resolution reallocating approved CARES funds to appropriate expense accounts, pursuant to Utah Code Annotated §17-36-23 was presented. The contract period is 09/29/2020 to 12/31/2020. The amount to be reprogrammed is \$585,213.

Donation Agreement #2020-517 with Stanley Holbrook for donation of three historical abstract books

Donation Agreement #2020-517 with Stanley Holbrook for the donation of three historical abstract books — Presented by Commissioner Kamalu

A donation agreement with Stanley Holbrook was introduced. The agreement is for three historical abstract books to be donated to the Clerk/Auditor's Office. The books have been passed down through the Holbrook family, beginning in the 1800s with Joseph Holbrook who was a pioneer and judge in Davis County. [After receiving the books, it was learned they were not as old as believed but do record the history of certain pieces of property.] Stanley Holbrook approached the County to donate the books in the interest of long-term preservation of County history. The contract period begins 10/06/2020, and there is no ending date.

A question was asked about whether it would be better to house the items in a university archive. There has been some discussion in recent years about where best to house historical records. If the County decides not to keep a record, it can be transferred to the Utah State Archives. The County loses control of records transferred to the State, and there is some value to keeping them in the County. People can request to view records at the County by appointment. Discussion was had about the need for proper care of historical records. The Clerk/Auditor is responsible for keeping many records and said tremendous steps forward have been taken over the past few years. A past attempt at a humidity controlled vault did not work, but budget requests have been made for preservation funding and used with a matching grant from the State for improved storage. All marriage licenses, going back to the 1800s, were digitized. In the future, the Clerk/Auditor would like to update his department's records vault to be similar to the Recorder's Office vault.

Amendment #2019-174-E with Utah Office for Victims of Crime for change in personnel on the VOCA grant and change in approved budget

Amendment #2019-174-E with the Utah Office for Victims of Crime for a change in personnel for who will be on the VOCA grant and change in approved budget for VOCA Grant Year 2 — Presented by Commissioner Kamalu

An amendment to a contract with the Utah Office for Victims of Crime was presented. The amendment is for a change in personnel regarding who will be on the Utah Victims of Crime Act (VOCA) grant and for a change in the approved budget for year two of the grant, which is 2020-2021. The contract period is 07/01/2020 to 06/30/2021. The receivable amount is \$5,784.54, which is an increase from the previous amount awarded.

Memo of Understanding #2020-518 with the Utah Attorney General's Office for a grant award for the ICAC Task Force

Memo of Understanding #2020-518 with the Utah Attorney General's Office for 2020-2021 grant award for Internet Crimes Against Children (ICAC) Task Force — Presented by Commissioner Kamalu

A Memo of Understanding with the Utah Attorney General's Office, for a 2020-2021 grant award for the Internet Crimes Against Children (ICAC) Task Force, was presented. The contract period is 07/01/2020 to 06/30/2021. The receivable amount is \$14,000.

Agreement #2020-519 with Hunt Electric for backup generator at the Davis County Health Department

Agreement #2020-519 with Hunt Electric for a backup generator at the Davis County Health Department — Presented by Commissioner Kamalu

An agreement with Hunt Electric was presented. The agreement is for a backup generator for the Davis County Health Department, and includes the electrical equipment, the wall enclosure, and the concrete pad installation at the Health Department. The generator will keep refrigerators running in the event of a power outage to preserve virus vaccine. The contract period is 09/29/2020 to 11/30/2020. The payable amount is \$56,680.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Finalize
Quitclaim Deed
#2016-462-B to
UDOT and
receive closing
documents
from
Cottonwood
Title Company
as part of a
negotiated sell
of surplus real
property known
as part of Tax ID
12-033-0036 in
West Point

Finalize Quitclaim Deed #2016-462-B to Utah Dept. of Transportation and receive closing documents from Cottonwood Title Company as part of a negotiated sell of surplus real property known as part of Tax ID 12-033-0036 (200 S Drain and 2000 West in West Point) — Presented by Commissioner Kamalu

A request was made to Finalize a Quitclaim Deed and receive closing documents from Cottonwood Title Company as part of a negotiated sell to the Utah Department of Transportation on the sale of surplus real property known as part of Tax ID #12-033-0036. No beginning or ending dates were given. The receivable amount is \$58,100.

Later in the meeting, prior to Commissioners voting on Business and Action items, Davis County Property Manager Tony Thompson explained why there was a difference between the amount of \$58,600 listed on contract paperwork and the \$58,100 listed on the contract summary sheet. This item supplements Davis County Contract #2016-462-A, which was an Enter and Construct agreement with UDOT. At the time of the Enter and Construct agreement, UDOT paid \$500 to be credited toward the total purchase price of \$58,600. This piece of property was acquired during the widening of 2000 West and construction of an interchange at 2000 West and Highway 193. The paperwork started in 2016 but was delayed as changes were suggested and went through Utah State channels to make it satisfactory to the County Attorney's Office.

Amendment
#2018-574-D
with Utah Dept.
of Health for
additional
EPICC funding
and updated
special
provisions
contract
activities

Amendment #2018-574-D with the Utah Department of Health for additional Environment, Policy and Improved Clinical Care (EPICC) funding and updated special provisions contract activities — Presented by Commissioner Kamalu

The fourth amendment to a contract with the Utah Department of Health was introduced. This is the fourth amendment to the contract and is for additional Environment Policy and Improved Clinical Care (EPICC) funding and updated special provisions contract activities. The contract period is 09/30/2020 to 09/29/2021. The receivable amount is \$158,946.42.

Memo of
Understanding
#2020-520 with
Utah Office of
Tourism for
CARES funding
for Meet in
Utah

Ratification of Memo of Understanding #2020-520 with Utah Office of Tourism for CARES grant funding for Meet in Utah — Presented by Commissioner Kamalu

A Memo of Understanding with the Utah Office of Tourism was ratified. The MOU is for CARES grant funding for Meet in Utah. The money is specifically to help conference centers, which have been hit hard in the pandemic. The contract period is 09/22/2020 to 12/31/2020. The receivable amount is \$136,000.

Agreement
#2020-521 with
Sorenson
Advertising dba
Relic for
website
redesign for
Davis County
Tourism

Agreement #2020-521 with Sorenson Advertising dba Relic for website redesign for Davis County Tourism — Presented by Commissioner Kamalu

An agreement with Sorenson Advertising, doing business as Relic, was presented. The agreement is for website redesign for Davis County Tourism. The contract period is 09/29/2020 to 12/31/2021. The payable amount is \$36,000.

Agreement
#2020-522 with
Simple
Treasures for
rental space for
boutique show
at Legacy
Events Center

Agreement #2020-522 with Simple Treasures for rental space for boutique show at the Davis County Legacy Events Center — Presented by Commissioner Kamalu

An agreement with Simple Treasures, for rental space at the Legacy Events Center for a holiday craft and boutique show, was presented. The contract period is 11/08/2020 to 11/14/2020. The receivable amount is \$7,550.

Clarification
#2012-330-C
from Forte
Payments with
regard to
settlement
funds and
agreement for
credit card
transactions

Clarification #2012-330-C from Forte Payments with regard to the settlement funds and the agreement (2012-0330-B) in regards to credit card transactions for various Davis County departments — Presented by Commissioner Kamalu

A clarification from Forte Payments, relating to settlement funds and Agreement #2012-0330-B in regard to credit card transactions for the various Davis County Departments that use Forte, was introduced. The contract period began 07/01/2020 and there is no ending date. There are various payables and receivables.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Amendment #2020-435-A with Asphalt Preservation for additional scope of work on Mutton Hollow slurry seal project

Amendment #2020-435-A with Asphalt Preservation for additional scope of work for pavement marking on Mutton Hollow slurry seal project (#2020-435) — Presented by Commissioner Kamalu

An amendment was introduced to a contract with Asphalt Preservation for additional scope of work for pavement marking on the Mutton Hollow slurry seal project. The contract period is 09/29/2020 to 10/29/2020. The payable amount is \$3,615.

Agreement #2020-523 with Structure Works Inc. for installation of security equipment at the new Clearfield Library site

Agreement #2020-523 with Structure Works Inc. for installation of security equipment at the Clearfield Library — Presented by Commissioner Kamalu

An agreement with Structure Works Inc., for security cameras in the new Clearfield Library construction area, was introduced. The contract period begins 09/29/2020, and there is no ending date; the contract completion is when both parties are satisfied. The payable amount is \$67,180.93.

Commissioners commented that the new library is taking shape in a very prominent location on the corner opposite of the Health Department building in Clearfield City.

Agreement #2020-524 with PluralSight for online training module licenses

Agreement #2020-524 with PluralSight for online training module licenses (29) — Presented by Commissioner Kamalu

A contract renewal with PluralSight, for 29 online training module licenses, was presented. The contract period is 09/30/2020 to 09/29/2020 [09/29/2021]. The payable amount is \$15,111.90.

Agreement #2020-525 with James Ivie for property appeals hearing officer services

Agreement #2020-525 with James Ivie for property appeals hearing officer services — Presented by Commissioner Kamalu

An agreement with James (Jim) Ivie was presented for Mr. Ivie’s services as property appeals hearing officer. The contract period is 09/29/2020 to 02/28/2025. The payable amount is \$45 per hour.

Motion to Approve Business and Action Items Presented: Com. Stevenson
Seconded: Com. Elliott
All voted Aye

Commissioner Elliott moved to recess to the Board of Equalization. Commissioner Stevenson seconded the motion. All voted Aye.

BOARD OF EQUALIZATION

Property Tax Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor, as follows:

Auditor’s Adjustments, Appeals

- A report with recommended Approval of Land and Value Change totaling \$872,379
- A report with various parcels listed recommending No Change in Value

Auditor’s Adjustments, Abatements

- A report with various recommended abatements totaling \$19,746.11

Auditor’s Corrections

- Two Veteran Tax Exemption Abatements for 2019
- One parcel listed as being exempt because an exempt entity sold a portion of the property; it will go back on the tax rolls now that it is away from an exempt entity, in this case Davis School District

Assessor’s Adjustments

- A report with Assessor-initiated corrections totaling \$152,251

COMMISSIONERS' MINUTES – DAVIS COUNTY

Motion to Approve: Com. Stevenson
Seconded: Com. Elliott
All voted Aye

Commissioner Elliott moved to reconvene the Commission Meeting. Commissioner Stevenson seconded the motion. All voted Aye.

**CONSENT
ITEMS**

Commission Meeting Minutes

Meeting Minutes

Meeting Minutes for Work Sessions held on Sept. 1, 2020, and Sept. 15, 2020, were presented for approval. One correction was made, changing the incorrect date of the Work Session listed as Sept. 16, 2020, to the correct date of Sept. 15, 2020.

Motion to Approve As Corrected: Com. Elliott
Seconded: Com. Stevenson
All voted Aye

**COMMISSION
COMMENTS**

Commissioner Kamalu noted the start of Davis County’s budget season. There are public meetings all day long for a whole week, and everyone is welcome. A lot of work is done by all of the departments, particularly the finance group. The meetings got off to a great start on Monday, Oct. 5.

Commissioner Kamalu also announced that the County had offered its Human Resources Director position to Chris Bone, and he accepted. Mr. Bone comes to the County from the University of Utah. He will start Oct. 26. The hiring process was very rigorous. The County does great recruiting work, and it is competitive, so more than 100 people applied and seven were invited for interviews. There were three different rounds of interviews before the offer was made to Chris Bone, who lives in Davis County.

**MEETING
ADJOURNED**

Commission meeting was adjourned at 4:55 p.m.

Minutes prepared by:
Becky R. Wright
Deputy Clerk/Auditor

Minutes approved on:

Curtis Koch
Clerk/Auditor

Lorene Miner Kamalu
Commission Chair