

COMMISSION MEETING MINUTES

November 14, 2017

The Board of Davis County Commissioners met on November 14, 2017 at 10:00 AM in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner James E. Smith - Chair, Commissioner P. Bret Millburn, Commissioner Randy B. Elliott, Clerk/Auditor Curtis Koch, Chief Civil 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, Suite 303, Farmington, Utah, commencing at **10:00 AM on Tuesday, November 14, 2017.**

OPENING:

Pledge of Allegiance – By Invitation

RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS:

- RFP Opening – D.C. Syracuse Library Branch Remodel, Expansion Design and Construction Administration Services

BUSINESS/ACTION:

Chris Sanford, Davis County Library Director, presenting:

Summary list of low-dollar agreements (10) (payables)

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

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

Agreement with IdentiSys, Inc. – maintenance for data card CP80 plus machine (ID maker) (payable)

Agreements for Utah Criminal Justice Information System (UCJIS) Users (n/a):

| | |
|------------------------------------|---|
| Centerville Police Dept. | Syracuse Police Dept. |
| Clearfield Police Dept. | U.S. Marshal Service |
| D.C. Animal Care & Control | U.S. Postal Service Office of Inspector General |
| Davis Metro Narcotics Strike Force | USDA Forest Service, Law Enforcement & Investigations |
| Farmington Police Dept. | Utah Dept. of Corrections - |
| Kaysville Police Dept. | Adult Probation & Parole – Farmington (AP&P) |
| Motor Vehicle Enforcement Division | Utah Division of State Parks & Recreation |
| North Salt Lake Police Dept. | Woods Cross Police Dept. |
| Sunset Police Dept. | |

Brian Hatch, Davis County Health Department Director, presenting:

Agreement with Home Helper of Northern Utah – direct purchase of needed in-home services for clients of Davis County (payable)

Amendment with Utah Dept. of Health – PHHSBG changing contract service requirements and provide funding for suicide prevention efforts in Davis County workplaces (receivable)

Adam Wright, Davis County Public Works Director, presenting:

Joint Agreement with Farmington City & State of Utah. Div. of Facilities Construction & Management – install a culinary water system and related improvements for planned Nature Center (payable)

Tony Zambrana, Davis County Grant Auditor, presenting:

Subgrantee agreement with Utah Council of the Blind – Social Services Block Grant (SSBG) funding operational expenses for the Teacher Trainer Team program (payable/25% match)

Subgrantee agreement with TURN Community Services, Inc. – Social Services Block Grant (SSBG) funding operational expenses for the Support Services of People with Disabilities program (payable/25% match)

Commissioner Elliott presenting:

Summary list of animal adoption agreements (126) for October 2017 (receivables)

Summary list of Legacy Events Center's low-dollar/low-risk rental agreements (17) (receivables)

Commissioner Smith presenting:

Application made by Saint Mary Coptic Orthodox Church to the Davis County Legislative Body, under UCA 59-2-1347, for consideration of adjustment or deferral of property taxes on property Tax ID 12-018-0006 located in Davis County (Clearfield)

Summary list of internet connection users agreements (15) for access to Davis County Recorder's Office information on REDI WEB (receivables)

BOARD OF EQUALIZATION:

Property Tax Register

CONSENT ITEMS:

- Check Registers
- Indigent Abatement Register
- Meeting Minutes: October 17, 2017

COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Pledge of Allegiance

Captain Arnold Butcher, Davis County Sheriff’s Office, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Bid opening for proposed Syracuse Library Branch’s remodel & expansion for an auditorium and children’s space.

Chris Sanford, Davis County Library Director, indicated that the RFP opening is in relation to the proposed Syracuse Library Branch’s remodel and expansion for an auditorium and children’s library space.

There was discussion of the new RFP policy and the reading of the bid amounts. Dax Teuscher, Davis County Purchasing Manager, indicated the new RFP policy was modeled after the State’s in which the bid amounts are not read. Neal Geddes indicated that the new provision is to protect the Commissioners as the appealing body. The bids go directly to the selection committee for their review and analyzation to make the recommendation. The Commissioners would be the board that would hear any protests. Therefore, not hearing the bid amounts would keep them as neutral as possible. It was determined that because one bid amount was already read that all bid amounts would be read into the record.

Curtis Koch opened and read the following bids:

| BIDDER | |
|--------|---|
| 1. | Ridgeline Design Architects: 6% construction cost 1% risk fee |
| 2. | JRCA Architects: 7% construction cost at end of design dev phase |
| 3. | AJC Architects: \$124,000 based on 7.5% on \$1,650,000 construction |
| 4. | CRSA: \$115,000 not including site survey & geotech survey or FFE design fee |
| 5. | VCBO Architecture: Program \$60,280 + DCDBA <u>est</u> project construction cost |
| 6. | Method Studio: 7.25% construction costs |
| 7. | FFKR Architects: \$10,644 SD phase & needs assessment = \$118,336 complete project = \$129,000 final cost |

Commissioner Millburn inquired if the RFP asked for a different bidding format or if there was a change in how the industry provided bids. Mack McDonald, Davis County Facilities Director, confirmed yes on both accounts. At this time the construction cost is unknown. The architects were told that the square footage of the library would be approximately 14,000-15,000 sq. feet. Having that number they can work backward from current construction prices. He was surprised to see the variation of submittals.

The bids will be reviewed by a selection committee and a recommendation will be brought to a future meeting.

Summary list #2017-462 for the Library

Chris Sanford, Davis County Library Director, presented summary list #2017-462 for small dollar, low-risk payable agreements (10).

Commissioner Elliott 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’s Office.

Captain Arnold Butcher, Davis County Sheriff’s Office, presented the following:

Agreement #2017-463 Swank Motion Pictures

Agreement #2017-463 with Swank Motion Pictures, Inc. for video licensing to show DVD’s and videos to jail inmates. The period of contract is November 1, 2017 through October 31, 2018. The payable amount is \$1,896.20.

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

Agreement #2017-464 IdentiSys, Inc. for data card maintenance

Agreement #2017-464 with IdentiSys, Inc. for maintenance of the data card CP80 plus machine (ID maker). The contract period is February 15, 2017 through February 15, 2018. The payable contract amount is \$875.00.

Commissioner Elliott 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.

UCJIS user agreements #2017-465 through #2017-480

The following user agreements to access the Utah Criminal Justice Information System (UCJIS) for the period of July 1, 2017 through June 30, 2018. No monies are involved:

- #2017-465 Centerville Police Dept.
- #2017-466 Clearfield Police Dept.
- #2017-467 D.C. Animal Care & Control
- #2017-468 Davis Metro Narcotics Strike Force

| | |
|-----------|--|
| #2017-469 | Farmington Police Dept. |
| #2017-470 | Kaysville Police Dept. |
| #2017-471 | Motor Vehicle Enforcement Division |
| #2017-472 | North Salt Lake Police Dept. |
| #2017-473 | Sunset Police Dept. |
| #2017-474 | Syracuse Police Dept. |
| #2017-475 | U.S. Marshal Service |
| #2017-476 | U.S. Postal Service Office of Inspector General |
| #2017-477 | USDA Forest Service, Law Enforcement & Investigations |
| #2017-478 | Utah Dept. of Corrections – Adult Probation & Parole – Farmington (AP&P) |
| #2017-479 | Utah Division of State Parks and Recreation |
| #2017-480 | Woods Cross Police Dept. |

Commissioner Millburn listed each entity and made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The documents are on file in the Office of the Davis County Clerk/Auditor.

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

Agreement
#2017-481
Home Helper of
Northern Utah

Agreement #2017-481 with Home Helper of Northern Utah to provide direct purchase of needed in-home services for clients of Davis County. The contract period is July 1, 2017 through June 30, 2019. The payable amount is per fee schedule.

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

Amendment
#2015-580B
UDOH for
PHHSBG funding
suicide prevention

Amendment #2015-580B with Utah Department of Health for the PHHSBG (Preventive Health & Health Service Block) changing the service requirements and provide funding for suicide prevention efforts in Davis County workplaces. The period of the contract is October 1, 2017 through September 30, 2018. The receivable amount is \$50,677.00.

Commissioner Elliott 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.

Joint Agreement
#2017-482
Farmington City
& UT Div of
Facilities
Construction &
Management for
planned Nature
Center

Adam Wright, Davis County Public Works Director, presented a joint agreement #2017-482 with Farmington City and Utah Division of Facilities Construction & Management to install a culinary water system and related improvements for the planned Nature Center on Glovers Lane. Public Works is to install 2,100' of the water line down the unincorporated road (1520 W and down Glovers Lane). This project was initiated by former Davis County Commissioner John Petroff a year and a half ago. The period of agreement is November 1, 2017 through November 1, 2018. Davis County will provide the manpower and equipment for the project.

Commissioner Elliott 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.

Tony Zambrana, Davis County Grant Auditor, presented the following:

Agreement
#2017-483
UT Council of the
Blind for SSBG
funds

Subgrantee agreement #2017-483 with Utah Council of the Blind to receive Social Services Block Grant (SSBG) program funding for operational expenses for their Teacher Trainer Team program. The period of contract is July 1, 2017 through June 30, 2018. The payable amount is \$2,000.00 with a 25% match by subgrantee.

Commissioner Elliott 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
#2017-484
TURN
Community
Services, Inc
for SSBG funds

Subgrantee agreement #2017-484 with TURN Community Services, Inc. to receive Social Services Block Grant (SSBG) program funding for their Support Services of People with Disability program. The period of contract is July 1, 2017 through June 30, 2018. The payable amount is \$3,145.00 with a 25% match by subgrantee.

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

Commissioner Elliott presented the following:

Summary list
#2017-485
Oct animal
adoptions

Summary list #2017-485 of animal adoption agreements (126) for October 2017. They are receivables. Commissioner Elliott 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.

Summary list
#2017-486
LEC rentals

Summary list #2017-486 of Legacy Events Center's low-dollar/low-risk rental agreements (17). They are receivables.

Commissioner Elliott 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.

Commissioner Smith presented the following:

Application
#2017-487 by
Saint Mary Coptic
Orthodox Church
approved

Application #2017-487 by Saint Mary Coptic Orthodox Church to the Davis County Legislative Body, under UCA 59-2-1347, for consideration of adjustment or deferral of property taxes on property Tax ID 12-018-006 located in Davis County (Clearfield). Due to time-line issues they did not qualify as a tax exempt religious organization this year.

Commissioner Millburn made a motion to adjust the taxes to \$1.00. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Neal Geddes gave the following context of the situation. The tax payer submitted an application under UCA 59-2-1347 that allows the legislative body to adjust taxes in the best interest of the County and the residents. In this case, they met all the criteria for an exemption.

Summary list
#2017-488
internet
connection users

Summary list #2017-488 of internet connection users agreements (15) for access to the Davis County Recorder's Office information on REDI WEB. They are receivables.

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

Property Tax
Register
approved

Curtis Koch presented the Property Tax Register which reflected: Auditor adjustments: various appeals as listed; various abatements filed after September 1, 2017; 1 2016 veteran exemption for \$950.57; no Treasurer adjustments; and Assessor adjustments for corrections as listed.

Commissioner Elliott 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.

Reconvene

Commissioner Millburn made a motion to reconvene Commission Meeting. Commissioner Elliott 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 Elliott. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Indigent
Hardship
Abatements
approved

Commissioner Elliott made separate motions to approve the following Indigent Hardship Abatements:
Ofelia R. Garcia
Marianne White

Commissioner Millburn seconded the motions. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Meeting minutes
approved.

Commissioner Millburn made a motion to approve the Commission Meeting minutes of October 17, 2017. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner
Comments

Commissioner comments:

Commissioner
Smith

Commissioner Smith indicated that he was involved with the Board of Health this morning. He expressed his appreciation to the Board of Health who is a symbol of other departments that seems to be doing a wonderful job that makes the County run. It is his privilege to associate with some really great people.

Commissioner
Millburn

Commissioner Millburn expressed his appreciation to participate in the Farmington Veteran's Day ceremony. Congressman Chris Stewart, a veteran, had shared his thoughts and comments. The American Legion Farmington Post 27 conducted the ceremony. He's grateful to those that have served and continue to serve our great country. He also expressed his appreciation to those from the Sheriff's Office who were in attendance, for their service. The past 12-13 weeks he has had the opportunity to participate in the Citizen's Police Academy and has a better understanding of what the various emergency response agencies do and what their challenges may be. He highly recommends participation in the program.

Commissioner
Elliott

Commissioner Elliott also attended the Farmington Veteran's Day ceremony. He enjoyed hearing the war veterans' stories. He felt the Vietnam Veterans had been skipped over but that we are coming back-around to give them the proper respect they deserve. He also went to Layton for the opening (ground breaking) of the Vietnam Wall which will be 80% of the size of the memorial in Washington DC. It should be completed next

year. The Vietnam Veterans have also welcomed in the Vietnamese community in to their events. He and a selection committee (inclusive of Brian Hatch) have been interviewing for a new Animal Care & Control director and hopes to have a new director soon. Recently, he had the opportunity to have a ride-a-long with Undersheriff Peters. He was impressed how hands-on Undersheriff Peters is in training and responding. He expressed his appreciation.

Public
Comments

No public comments.

Meeting adjourned.

Clerk/Auditor

Chair