

COMMISSION MEETING MINUTES

September 4, 2018

The Board of Davis County Commissioners met for their regularly scheduled meeting on Sept. 4, 2018 at 10 a.m. in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Notice of this meeting was given in accordance with the requirements of UCA § 52-4-202.

Present on the dais were: Commissioner Randy B. Elliott – Chair; Commissioner P. Bret Millburn – Vice-Chair; Commissioner James E. Smith; 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 (DC) Clerk/Auditor's office.

OPENING

The meeting convened at 10 a.m. and Randy Cook, Davis County Tourism Manager, was invited to lead the Pledge of Allegiance.

Recognitions, Presentations & Informational Items

**Sheriff's Office recognition of Information Systems in project support**

There are many great people in different departments who work for the County and it is nice that, for the record and posterity, they be recognized. Chief Deputy Berger was invited to come forward to read a letter of appreciation addressed to Mark Langston [Information Services Director] from the Sheriff's Office Patrol Division. The letter mentions a few noteworthy and very impactful projects for the community. The substance of the letter goes as follows:

Mark, we would like to formally recognize you and your team for supporting our Patrol Division with the purchase and implementation of iPads and ImageTrend's Elite Field software including the upgrades of EMS CAD [Computer-Aided Dispatch] integration and Bluetooth transmission capability. Your support has significantly assisted our efforts in reducing the time for report completion following a medical incident from a mean of 48 hours to a mean of 1.7 hours. Therefore, this project has dramatically improved the accuracy and quality of our medical reports and increased the standard of care to our patients to include the emergency room staff not only receiving emergency care related information faster, but our documentation also includes diagnostic quality EKG reports and data that is recorded in real time.

**Commissioners will attend West Point City Council Meeting**

The Commissioners will attend the West Point City Council Meeting tonight, Sept. 4, 2018, at 7 p.m.

BUSINESS/ ACTION

Summary List #2018-380 of 33 donated materials to the Davis County Library

**Summary List #2018-380 of 33 donated materials to the Davis County Library – Presented by Chris Sanford, Davis County Library Director**

This summary list is of 33 donated materials received by the Library between May and July. The summary list period is May 2, 2018 to July 28, 2018. The in-kind donation amount is \$3,511.50.

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Summary List #2018-379 of 14 low-dollar, low-risk agreements for the Davis County Library

**Summary List #2018-379 of 14 low-dollar, low-risk agreements for the Davis County Library – Presented by Chris Sandford, Davis County Library Director**

This summary list is of 14 small dollar agreements with the Davis County Library. The dates range from May of this year to January of next year. The summary list period is May 24, 2018 to Jan. 18, 2019. The payable amount is \$5,641.

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Agreement #2018-381 with Tech Connect for three-year maintenance of the UPS

**Agreement #2018-381 with Tech Connect for a three-year maintenance of the Liebert Npower 80kva Uninterrupted Power Supply (UPS) – Presented by Mark Langston, Davis County Information Systems Director**

Mark first thanked the Sheriff's Office for the recognition. He also complimented the Sheriff's Office on how hard they work.

This three-year agreement is with Tech Connect to maintain the Administration Building's UPS system which, in the event of a power loss, would keep the core systems running until the backup generator can be turned on. This also locks in the price for the next three years. The contract period is Aug. 16, 2018 to Aug. 15, 2021. The total payable contract amount is \$3,300.

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

MOU #2018-275-A for the co-op funding award for the 2018-19 Winter Ski Promotional Campaign

**Memo of Understanding #2018-275-A with Utah Office of Tourism for the co-op funding award for the 2018-19 Winter Ski Promotional Campaign – Presented by Randy Cook, Davis County Tourism Manager**

This memo is between Davis County and the Utah Office of Tourism for traditional co-op funding. Roughly two months ago, the County applied for this funding requesting \$30,000. The Utah Office of Tourism awarded the County \$22,400 to be used specifically for out-of-state marketing as part of the Winter Ski Promotional Campaign. Although Davis County does not have a ski resort in its border, many of the hotels and businesses are impacted by the ski season. Davis County is advertised, primarily along the West Coast, as a base camp for skiing and many other winter activities which brings in more tax and tourism revenue to the County. Last year there was a 33 percent increase, compared to previous years' first quarter, in the tax and tourism revenue that is attributed to this marketing effort . The contract period is Sept. 1, 2018 to April 15, 2019. The receivable contract amount is \$22,400 with Davis County matching \$37,600.

Motion to Approve: Com. Millburn  
Seconded: Com. Smith  
Vote: All Aye

Amendment #2015-34-E to increase funding for TB Control and to replace Attachment A

**Amendment #2015-34-E with Utah Department of Health to increase funding for Tuberculosis (TB) Control and to replace Attachment A – Presented by Brian Hatch, Davis County Health Department Director**

Every quarter, the Utah Department of Health gives out a portion of the total funding to the TB Control Program. This amendment reflects that update along with the corresponding attachment. The contract period is July 1, 2018 to June 30, 2019. The receivable amendment increase is \$2,791.50.

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Subgrantee Agreement #2018-382 with Safe Harbor for SSBG funding

**Subgrantee Agreement #2018-382 with Safe Harbor for a Social Services Block Grant (SSBG) funding operational expenses for the Crisis Centers outreach and aftercare programs – Presented by Tony Zambrana, Davis County Grant Auditor**

This agreement has already been reviewed, vetted, and approved by the proper channels and now needs to be formally approved by the Commission. Safe Harbor assists victims of domestic violence and this agreement is specifically for the operating expenses of their Crisis Center outreach and aftercare programs. Safe Harbor is required to match 25 percent, in this case \$7,500, of what the County pays. The contract period is July 1, 2018 to June 30, 2019. The payable contract amount is \$30,000.

Motion to Approve: Com. Millburn  
Seconded: Com. Smith  
Vote: All Aye

Subgrantee Agreement #2018-383 with South Davis Recovery Club for SSBG funding

**Subgrantee Agreement #2018-383 with South Davis Recovery Club for a Social Services Block Grant (SSBG) funding operational expenses for the Don’s Kitchen Program – Presented by Tony Zambrana, Davis County Grant Auditor**

This agreement has already been reviewed, vetted, and approved by the proper channels and now needs to be formally approved by the Commission. The South Davis Recovery Club is a non-profit organization that assists those with a drug addiction. Specifically, this funding will be used for the operational expenses of the kitchen which is open to individuals who attend the classes provided by the Recovery Club. The Club is required to match \$1,000 of the funding. The contract period is July 1, 2018 to June 30, 2019. The payable contract amount is \$4,000.

Motion to Approve: Com. Millburn  
Seconded: Com. Smith  
Vote: All Aye

Summary List #2018-384 of 20 low-dollar, low-risk agreements for rental space at the Legacy Events Center

**Summary List #2018-384 of 20 low-dollar, low-risk agreements for rental space at the Legacy Events Center – Presented by Dave Hansen, Davis County Legacy Events Center Director**

This summary list of 20 low-dollar, low-risk agreements includes parties, soccer, karate, Miracle Runs, and the Pumpkin Palooza. The Pumpkin Palooza is not a pumpkin launching event but is a Fall/Halloween festival where the kids are entertained while the parents visit vendors. The contract period is June 29, 2018 [May 7, 2018] to July 14, 2019. The total receivable amount is \$10,805.

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Summary List #2018-385 of 12 low-dollar, low-risk post-2018 Davis County Fair agreements

**Summary List #2018-385 of 12 low-dollar, low-risk post-2018 Davis County Fair agreements – Presented by Stephanie Davis, Davis County Events Coordinator**

This summary list consists of 12 low-dollar, low-risk contracts that were signed the week of, or right before, the Davis County Fair. As such, the summary list was unable to be presented to the Commission until now. This particular list includes low-dollar entertainers, commercial vendors, and food vendors. The contract period is Aug. 1, 2018 to Aug. 18, 2018. The total receivable amount is \$3,970.08.

Motion to Approve: Com. Millburn  
Seconded: Com. Smith  
Vote: All Aye

The Commission asked if there had been feedback from the vendors on the crowd size. Stephanie said that, for the most part, none of the vendors had complaints. The attendance count was comparable to last year and this year also had the largest rodeo attendance on Saturday night. The parking numbers are also back and while they are smaller than last year's count, the parking services said many people parked at Station Park and walked over.

Summary List #2018-386 of eight low-dollar, low-risk post-2018 Davis County Fair agreements

**Summary List #2018-386 of eight low-dollar, low-risk post-2018 Davis County Fair agreements – Presented by Stephanie Davis, Davis County Events Coordinator**

This summary list of eight low-dollar agreements include some advertisers and some last minute main stage entertainers who signed up the week of the Fair. The contract period is May 30, 2018 to Aug. 21, 2018. The total payable amount is \$3, 405.

Motion to Approve: Com. Millburn  
Seconded: Com. Smith  
Vote: All Aye

A final report on the Fair will be presented to the Commission when all the statistics are gathered.

Commissioner Millburn moved to recess to Board of Equalization. Commissioner Smith seconded the motion. All voted aye.

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**BOARD OF  
EQUALIZATION**

Property Tax  
Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor.

Under Auditor adjustments, there were various recommended approved appeals, various no change in value appeals, and one appeal dismissed for lack of evidence. Under Abatements, there were nine veteran tax exemption abatements for 2017. Under Assessor Correction adjustments, was a report detailing assessor initiated corrections.

Motion to Approve: Com. Millburn  
Seconded: Com. Smith  
Vote: All Aye

Commissioner Millburn moved to reconvene Commission meeting. Commissioner Smith seconded the motion. All voted aye.

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**CONSENT ITEMS**

Check Registers

**Check Registers**

Check Registers were approved.

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Indigent  
Hardship  
Abatement  
Register

**Indigent Hardship Abatement Register**

The Indigent Hardship Abatement Register for Katelyn and Preston Alvey was presented for denial.

Motion to Deny: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

The Indigent Hardship Abatement Register for the following names were presented for approval:

Cathy Barlow

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Ofelia R. Garcia

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

Elizabeth C. McGahee

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

# APPROVED

Lori Ann Nelson

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

David and Linda Wood

Motion to Approve: Com. Smith  
Seconded: Com. Millburn  
Vote: All Aye

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**COMMISSION  
COMMENTS**

There were no Commissioner comments.

**PUBLIC  
COMMENTS**

There were no Public comments.

**CLOSED  
SESSION**

Commissioner Millburn motioned to adjourn to a closed session for reasons permitted under UCA § 52-4-205. Commissioner Smith seconded the motion. All voted aye.

The closed session began at 10:25 a.m.

Returned from closed session at 11:20 a.m. No action was taken.

**MEETING  
ADJOURNED**

Open meeting was adjourned at 11:20 a.m.

All publicly distributed materials associated with this meeting are noted as follows:

A. Agenda

Minutes prepared by:  
Jessy Turner  
Deputy Clerk/Auditor

Minutes approved on: 10/19/2018

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Curtis Koch  
Davis County Clerk/Auditor

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Randy B. Elliott  
Commission Chair