

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

November 26, 2019

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4 p.m. on November 26, 2019, 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 Randy B. Elliott, Chair; Commissioner Lorene Miner Kamalu, Vice-Chair; Commissioner Bob J Stevenson; Curtis Koch, Davis County Clerk/Auditor; and Mike Kendall, Davis County Senior Civil Counsel.

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

The meeting convened at 4 p.m. and Mark Altom, Davis County Treasurer, led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

Recognition of November Employee Service Awards

The following employees were invited to come forward, receive a certificate, shake hands with the Commissioners, and take a picture together. The administrative officer or representative from that department was also invited to say a few words about the employee being recognized.

- **Jeffery Krause and Benjamin Ricketts, Sheriff's Department, five years**—Mitch Matern, Justice Complex Maintenance Manager, said both Jeff and Ben have been wonderful assets to the County and are full of integrity, loyalty, and committed to the job they do. Ben primarily handles the applications for the maintenance team, which covers a variety of positions. He also supervises the inmate workers who take care of the grounds. Also, Ben received a Bachelor's Degree in Business Management shortly after being hired by the County which is a tremendous feat. Jeff is also a committed employee. A year and a half ago, he became a State licensed plumber and has been a tremendous asset with that background. He also does some work on the security and electrical systems, and helps maintain the jail's kitchen.
- **Lorna Alberts, Health Department, five years**—Lorna was unable to attend
- **Lillian Andino, Health Department, 10 years**—Lillian was unable to attend
- **Karen Blair, Library, 20 years**—Chris Sandford, Davis County Library Director, said Karen began working as a circulation clerk at the Headquarters library. She then spent 10 years as a reference librarian in addition to being the children's librarian at the Bountiful branch. In 2010, she was moved to Clearfield as a Children's and Young Adult librarian before being transferred back to the Headquarters library as a part-time reference librarian. While at the Headquarters library, she helps order the children's materials.

The Commissioners thanked the employees for their years of service.

PUBLIC COMMENTS

The public was invited to make comments to the Commission.

There were no public comments.

BUSINESS/ ACTION

Summary List
#2019-580 of
18 donated
materials
valued over \$50
to Davis County
Library

Summary List #2019-580 of 18 donated materials valued over \$50 to Davis County Library — Presented by Chris Sanford, Davis County Library Director

This summary list consists of 18 donated items to the Davis County Library. The contract period is 06/15/2019 to 10/26/2019. The receivable amount is \$2,585.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Summary List #2019-581 of 16 various agreements under \$3,000 from August 21, 2019 through August 31, 2020

Summary List #2019-581 of 16 various agreements under \$3,000 from August 21, 2019 through August 31, 2020 — *Presented by Chris Sanford, Davis County Library Director*

This summary list is of low-dollar contracts made with the Davis County Library. Almost all the contracts are related to a library event. Some of the other agreements include a renewal of the Morning Star Investment Service database and a renewal with Baker and Taylor, which is the library's ordering platform for materials. The contract period is 08/21/2019 to 08/31/2020. The payable amount is \$6,796.

Agreement #2019-582 with Gale Cengage Learning for Testing and Education Reference Center database

Agreement #2019-582 with Gale Cengage Learning for Testing and Education Reference Center database — *Presented by Chris Sanford, Davis County Library Director*

This agreement is a renewal of the library's database subscription with Gale Cengage Learning, which provides test preparation materials, practice tests, and help with building resumes. [The contract period is 10/21/2019 to 10/20/2020]. The payable amount is \$4,238.15.

Agreement #2019-583 with Recorded Books, Inc. for a license to use the Zinio digital magazine database

Agreement #2019-583 with Recorded Books, Inc. for a license to use the Zinio digital magazine database — *Presented by Chris Sanford, Davis County Library Director*

This agreement is for Zinio, the library's digital magazine database. Some of the cost goes towards maintaining it's website and mobile app, while the rest is for downloadable magazine content. Currently, the library offers 60 magazine titles for download. This database provides a wonderful service to those library patrons who would rather read an electronic magazine then to browse the physical collection. [The contract period is 11/01/2019 to 10/31/2020.] The payable amount is \$10,937.31.

Motion to Approve: Com. Kamalu

Seconded: Com. Stevenson

All voted Aye

Bill of Sale #2019-584 from Davis County Sheriff's Search and Rescue for Sisu Nasu to Davis County

Bill of Sale #2019-584 from Davis County Sheriff's Search and Rescue for Sisu Nasu all-terrain vehicle to Davis County — *Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

This bill of sale is for the County to take possession of the Sisu Nasu vehicle from the Sheriff's Search and Rescue. The contract begins 11/08/2019 and has no end date. The payable amount is \$10.

Training Reimbursement Agreement #2019-585 for Phillip Kayd Averett

Training Reimbursement Agreement #2019-585 for Phillip Kayd Averett, Correctional Officer — *Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

This reimbursement agreement is for the basic training of Phillip Averett. The contract period is 11/26/2019 to 11/26/2021. The receivable amount is \$11,970.12.

Training Reimbursement Agreement #2019-586 for Cody Stoof

Training Reimbursement Agreement #2019-586 for Cody Stoof, Paramedic — *Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

This reimbursement agreement is for the Peace Officer Standards and Training Division (POST) training of Cody Stoof. The contract period is 11/19/2019 to 11/26/2021. The receivable amount is \$11,970.12.

Motion to Approve: Com. Stevenson

Seconded: Com. Kamalu

All voted Aye

COMMISSIONERS' MINUTES – DAVIS COUNTY

Donation Agreement #2019-587 with Hansen Hounds for the donation of a Bloodhound puppy to Davis County Sheriff's Office for use on K-9 Squad

Donation Agreement #2019-587 with Hansen Hounds for the donation of a Bloodhound puppy to Davis County Sheriff's Office for use on K-9 Squad — *Presented by Chief Deputy Andy Oblad, Davis County Sheriff's Office*

This donation agreement with Hansen Hounds is for a bloodhound puppy for the County's K-9 squad. Hansen Hounds is a reputable bloodhound breeder who has provided puppies to other law enforcement agencies. The training of the puppy is a separate contract. [The contract period is 11/20/2019 to 12/31/2019. The receivable amount is a donation.]

Agreement #2019-588 with Hound 'Em Tracking LLC TO acquire bloodhound puppy and training for K-9 and handler

Agreement #2019-588 with Hound 'Em Tracking LLC TO acquire bloodhound puppy and training for K-9 and handler — *Presented by Chief Deputy Andy Oblad, Davis County Sheriff's Office*

Mike Serio, the trainer for Hound 'Em Tracking LLC, will be training the donated bloodhound puppy and the recently selected handler. Mike has been training bloodhounds for over 20 years and will come to the County a few hours a day, based on the handler's schedule, to train both the handler and puppy. The process should take a few months. It is the County's practice for the puppy to live with the handler. Also written into the contract is for the County to continue to use Mike to train bloodhounds and/or evaluate the Sheriff's K-9 program. It was clarified that the County uses bloodhounds to track people and the other patrol dogs to track explosives and drugs, in addition to other patrol duties. Having the bloodhounds will help the Sheriff's Office provide more versatile services. [The contract period is 12/02/2019 to 12/01/2020. The payable amount is \$10,000.]

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

Agreement 2019-589 with USA Gymnastics for rental space for the state championship for trampoline and tumbling

Agreement #2019-589 with USA Gymnastics for rental space for the state championship for trampoline and tumbling — *Presented by Mike Moake, Davis County Marketing and Events Coordinator, Legacy Events Center*

This agreement is for the trampoline and tumbling State Championship competition. Last year, this event brought in about 3,200 people, with 60 percent of the attendees from outside of Davis County. The contract period is 03/18/2020 to 03/21/2020. The receivable amount is \$4,282.50.

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

Summary List #2019-590 of 12 low-cost, low-risk agreements for space rental at the Legacy Events Center

Summary List #2019-590 of 12 low-cost, low-risk agreements for space rental at the Legacy Events Center — *Presented by Dave Hansen, Davis County Legacy Events Center Director*

This summary list includes dog clubs, Christmas and graduation parties, and the Winter Fair. The Commission asked when the dog park would be closing for the season. Dave said it will close on Monday [Dec. 3, 2019] and they will post the necessary notices to inform the public of the closure. The contract period is 11/07/2019 to 10/04/2020. The receivable amount is \$5,178.18.

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

Amendment #2017-344-B to the Interlocal Agreement

Amendment #2017-344-B to the Interlocal Cooperation Agreement with Salt Lake County for licensure renewal of Senior Services Enhance Fitness Program — *Presented by Brian Hatch, Davis County Health Director*

COMMISSIONERS' MINUTES – DAVIS COUNTY

with SL County
for licensure
renewal

This amendment is for Davis County to be a sub-licensee of Salt Lake County for the senior enhanced fitness program. The contract period is 07/05/2019 to 07/04/2020. The payable amount is \$532.50.

Agreement
#2019-591 with
Utah Highway
Safety Office
for funding to
support the
child passenger
safety program

Agreement #2019-591 with Utah Highway Safety Office for funding to support the child passenger safety program promoting safety restraint systems — *Presented by Brian Hatch, Davis County Health Director*

This annual funding is for the car seat and seat belt checks that are conducted as part of the child passenger safety program. These funds are also used to purchase some car seats for those who qualify. The contract period is 10/01/2019 to 09/30/2020. The receivable amount is \$10,000.

Agreement
#2019-592 with
Utah Transit
Authority for
Section 5310
award for two
vehicles for
Senior Services

Agreement #2019-592 with Utah Transit Authority for Section 5310 award for two vehicles for Senior Services — *Presented by Brian Hatch, Davis County Health Director*

This agreement is to purchase a bus and a passenger van from the Utah Transit Authority. The application was submitted a few years ago and the County was finally notified of its status. Now the process to purchase the vehicles can begin. This agreement requires a matching amount from Davis County. The contract period is 04/17/2019 to 09/30/2021. The receivable amount is \$100,000, with a matching amount of \$25,000.

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

Summary List
#2019-593 of
10 RediWeb
agreements

Summary List #2019-593 of 10 RediWeb agreements — *Presented by Mark Langston, Davis County Information Systems Director*

This summary list is of various agencies granted access to Davis County's RediWeb system. The contract period is 07/30/2019 to 10/30/2019. The agreements are neither payable nor receivable.

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

Ratify
Agreement
#2019-594 with
Loomis for
cash-in-transit
armored car
services

Ratify Agreement #2019-594 with Loomis for cash-in-transit armored car services — *Presented by Dax Teuscher, Davis County Purchasing Manager*

This agreement is being ratified because the services began yesterday. This contract with Loomis is to provide cash-in-transit services for the Treasurer, Animal Care and Control, Health, and Sheriff offices. The Treasurer and Animal Control departments will pay \$231.10 per month, or \$2,773.20 a year, for twice a week pick-up. The Health and Sheriff departments will pay \$318.02 per month, or \$3,816.24 a year, for pick-up three times a week. The contract period is 11/25/2019 to 12/31/2020. The payable amount is \$2,773.20 and \$3,816.24 per year.

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

Change Order
#2019-31-A
with
Consolidated

Change Order #2019-31-A with Consolidated Engineering Laboratories to increase funding for additional site visits to the Syracuse Northwest Library Remodel & Expansion project — *Presented by Lane Rose, Davis County Facilities Director*

COMMISSIONERS' MINUTES – DAVIS COUNTY

Engineering
Laboratories to
increase
funding to the
Syracuse
Library
Remodel

This change order is for the Syracuse library remodel. It increases the total contract amount to \$16,570.31 because of a scope change in the soil and concrete testing, and the corresponding increased number of site visits. The contract period is 01/10/2019 to 07/01/2020. The payable amount is \$2,333.36.

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

Amendment
#2018-81-A
with Richter 7
for Market
Research Plan
outline for
Tourism

Amendment #2018-81-A with Richter 7 for Market Research Plan outline for Tourism — *Presented by Jessica Merrill, Davis County Community & Economic Development - Tourism Deputy Director*

Richter is providing Davis County with a marketing research study and plan of the County's Tourism department. The study will include qualitative and quantitative data and will take three to four months to complete. The amendment's cost is for the scope of work, and the funds were part of the approved 2019 budget. It will be a very exciting study to have conducted. The Commission said this study was discussed in the work session before this meeting and to refer to that for additional information [see Work Session Minutes Nov. 26, 2019]. The contract period is 11/26/2019 to 12/31/2020. The payable amount is \$45,016.

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

Ordinance
#9-2019
amending Davis
County Code of
Ordinances
Business
Licenses and
Regulations

Ordinance #9-2019 amending Title 5, Chapter 4 of the Davis County, Utah Code, Code of Ordinances Business Licenses and Regulations — *Presented by Jeff Oyler, Davis County Planning Manager*

This ordinance is to modify Title 5 of the Davis County code regarding the business license regulations. The current ordinance states that business licenses will be presented to the Commission for approval, followed by the Clerk/Auditor's attestation of the legislative action. The current practice is not in line with the ordinance, and no legislative action is being taken, but the Clerk/Auditor is still signing them. The changes in the ordinance will now allow the business licenses to be signed administratively by the Community and Economic Development director, as is done in most cities. Furthermore, this will allow the Commissioners to act as an appeal board if needed and will streamline the process in general. Other changes to the ordinance included minor word changes and adding definitions per the Attorney's Office request. The applicant's age for a business license that involves the selling of beer or alcohol is 21; for all other businesses, the applicant needs to be 18 years or older.

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

Amendment
#2019-76-A
with Open
Doors for CDBG
for LHCC
Diversion
Program
FY2019

Amendment #2019-76-A with Family Connection Center, dba Open Doors for Community Development Block Grant (CDBG) for Local Homeless Coordinating Committee (LHCC) Diversion Program FY2019, Project #152 — *Presented by Stephen Lyon, Davis County Grants Administrator*

This amendment is to separate two projects that were previously combined. This action will remove the motel voucher program from the project and just fund the case management program, which aligns with the national Community Development Block Grant (CDBG) objectives. The combined project was a finding from the Housing and Urban Development (HUD) review and included the 2016 and 2017 years. Rather than having a finding for the 2018 year as well, it was decided to amend the current contract to align with the national objectives. The contract period is 06/30/2018 to 12/31/2019. The payable amount is \$12,288.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Amendment #2019-416-A with City of Woods Cross for CDBG Program for Housing Rehabilitation FY 2019-2020 Project

Amendment #2019-416-A with City of Woods Cross for Community Development Block Grant (CDBG) Program for Housing Rehabilitation FY 2019-2020 Project — Presented by Stephen Lyon, Davis County Grants Administrator

This amendment will add funding to Woods Cross's housing rehabilitation project. The first home will be completed in January, and the second home is scheduled to be finished in March. There are an additional five homes that will be affected by the project. The contract period is 06/30/2019 to 07/30/2020. The payable amount is \$160,000.

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

Change Order #2019-368-A with Granite Construction Company for the scope of work for Mutton Hollow Phase II Street Rebuild Project

Change Order #2019-368-A with Granite Construction Company for the scope of work for additional excavation, landscaping, wall, and save and relocate mailboxes for Mutton Hollow Phase II Street Rebuild Project — Presented by Adam Wright, Davis County Public Works Director

This change order is the final cost of the Mutton Hollow project. There was additional excavation, landscaping, and retaining wall work that was done in conjunction with a Kaysville City project to accommodate a driveway at the end of Mutton Hollow. The County will be reimbursed for that work since that portion was a Kaysville City project. The reimbursement percentage is spelled out in the contract. The other item on this change order is the relocation and/or repair of seven mailboxes, which will be paid for by Davis County. [The change order has no beginning or end date.] The payable amount is \$45,689.07.

Agreement #2019-595 with RailPros Field Services for Utility Construction Observation agreement as consultants to Union Pacific Railroad

Agreement #2019-595 with RailPros Field Services for Utility Construction Observation agreement as consultants to Union Pacific Railroad — Presented by Adam Wright, Davis County Public Works Director

RailPros Field Services will observe the reconstruction of the collapsed culvert; later, there will be a second part to this contract. It was pointed out that the cost will be determined based on the hourly/daily rate outlined in this contract, along with a proposed work schedule. [See the contract for the beginning and end date.] The payable amount is to be determined.

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

Request Reappointment #2019-596 of Jil Craythorne to the Davis County Library Board of Directors

Request Reappointment #2019-596 of Jil Craythorne to the Davis County Library Board of Directors — Presented by Chris Sanford, Davis County Library Director

This request is to reappoint Jil Craythorne to the Library Board of Directors. Jill has just finished her first term on the Board. While Jil was unable to attend, she wished to express her enjoyment sitting on the Board and her desire to continue to serve. The Commission pointed out the Library Board is made of members from across the County, and Jil is from the West Point area. They also said that she has done an excellent job on the board. The contract period is 12/01/2019 to 11/30/2023. [The appointment is neither payable nor receivable.]

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

COMMISSIONERS' MINUTES – DAVIS COUNTY

Amendment #2019-15-C to close the stand-alone agreement for the "Use Only As Directed" campaign

Amendment #2019-15-C with the Utah Division of Substance Abuse and Mental Health to close the stand-alone agreement for the "Use Only As Directed" campaign; funding has been moved over to allocation letters — Presented by Commissioner Lorene Miner Kamalu

This amendment is to move funds for the "Use Only As Directed" campaign to the correct allocation letters. There is no change in the overall amount or programming. The contract period is 11/15/2016 to 07/01/2019. The campaign's total amount is \$1,414,900.

Amendment #2017-492-C to close the stand-alone agreement for the State Youth Treatment Implementation Grant

Amendment #2017-492-C with the Utah Division of Substance Abuse and Mental Health to close the stand-alone agreement for the State Youth Treatment Implementation Grant, funding has been moved over to allocation letters — Presented by Commissioner Lorene Miner Kamalu

This amendment is to move funds for the Youth Treatment Implementation Grant to the correct allocation letters. There is no change in the overall amount or programming. The contract period is 11/15/2019 to 07/01/2019. The grant's total amount is \$419,600.

Motion to Approve: Com. Kamalu
Seconded: Com. Steveson
All voted Aye

Consideration #2019-597 of application for adjustment or deferral of property tax ID 09-082-0101

Consideration #2019-597 of application to the Davis County Legislative Body under 59-2-1347 for adjustment or deferral of property tax ID 09-082-0101 — Presented by Commissioner Randy B. Elliott

This is an application for deferral of taxes. The Commissioners held a hearing with the applicant to discuss the applicant's situation and determined the applicant does qualify for the requested tax abatements. The contract period is 01/01/2019 to 12/31/2019. The deferral or abatement amount is \$1,680.42.

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

Commissioner Stevenson moved to recess to Board of Equalization. Commissioner Kamalu 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:

- Under Auditor appeals are reports with: recommend approval of appeals totaling \$5,327,393; one large value adjustment totaling \$2,865,902; and several no change in value.
- Under Auditor abatements is a report with various recommended abatements.
- Under Auditor corrections is a report with two veteran tax abatements that are prorated for the transfer of property during the year, three related corrections for the sale of property to or from a tax exempt entity, and two veteran tax abatements for the 2018 year.
- There are no Treasurer adjustments this week.
- Under Assessor adjustments is a report with various Assessor initiated corrections.

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

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

COMMISSIONERS' MINUTES – DAVIS COUNTY

CONSENT ITEMS

Check Registers

Check Registers

Check Registers were approved.

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

Indigent
Hardship
Abatement
Register

Indigent Hardship Abatement Register

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

Angela Taylor
Shane and Lanell Kay

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

Commission
Meeting
Minutes

Meeting Minutes

Meeting Minutes for the October 29 and November 5, 2019 Work Sessions and the October 29 and November 5, 2019 Commission Meetings were presented for approval.

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

COMMISSION COMMENTS

The Commissioners made no comments.

MEETING ADJOURNED

Commission Meeting was adjourned at 4:47 p.m.

Minutes prepared by:
Jessy Turner
Deputy Clerk/Auditor

Minutes approved on: 12/17/19

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor

/s/ Randy B. Elliott
Randy B. Elliott
Commission Chair