

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES September 24, 2019

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on Sept. 24, 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 Bob J Stevenson; Curtis Koch, Davis County Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

Excused: Commissioner Lorene Miner Kamalu, Vice-Chair.

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 4:00 p.m. and Bryan Smith, of Animal Care and Control, led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

September Employee Service Awards

The September Employee Service Awards were announced by Commissioner Stevenson, with help from department representatives, while Commissioner Elliott presented certificates and a token of appreciation. Employees honored for their years of service were:

- **Kevin Krantz, Information Systems, 5 years.** Blaine Smith, of the IS Department, said Kevin manages the website team. He was responsible for redoing the Human Resources job app and the first overhaul of the County's website. He manages the team that provides maintenance for the Sheriff's Office apps. He brings an alternative perspective to projects.
- **Kyle Garfield, Information Systems, 20 years.** Kyle is the employee over financial and tax applications. When there's a crisis, Kyle is there to help put out the fires. He knows the business rules and how things function in the County and helps explain it to new employees. He's a loyal employee and a real asset.
- **Anne Nace, Recorder's Office, 10 years.** Richard Maughan, County Recorder, said Ann started working with the County in the Corrections division of the Sheriff's Office, then moved to the Clerk/Auditor's Office where she worked in the Records Division. She has been with the Recorder's Office for the past two-and-a-half years, and her experience made her a natural fit.
- **Amanda Glezos, 911 Emergency, 15 years.** Sheriff Kelly Sparks said his employees were unable to attend this meeting because they were training. He asked Chief Deputy Poulsen to say a few words about Amanda. Chief Poulsen said Amanda is the assistant center manager. She's an amazing employee and does a fantastic job as a dispatcher. She will forever remember Amanda's voice out on the road.
- **Chad Marten, Corrections, 25 years.** At Chief Sparks' request, Captain Beasley said a few words about Chad. Chad started with the County in 1994. He was quickly selected to be an Officer In Charge. He was promoted to the rank of corporal in 2004, sergeant in 2007, and lieutenant last year. Chad's been part of the CERT Team, the SWAT Team, a firearms instructor, and a member of several committees. He was a reservist in the United States Army and the Air Force and participated in several tours to the Middle East, including two combat missions in Afghanistan and Iraq. He retired as a master sergeant in 2017, with 21 years of service to our Country. He and his partner, Sergeant Jennifer Kelly, have two children who have worked with the Davis County Sheriff's Office, so they're bringing in a second generation.
- **Jenene Dahl, Animal Care & Control, 20 years.** Jenene was not in attendance at the meeting.
- **Ashley Schaubroeck, Animal Care & Control, 5 years.** Rhett Nicks, Animal Care and Control Director, introduced Ashley as the shelter attendant. She puts together all of the adoption packets and makes sure all pups get their treats, which she makes from scratch.
- **Linda Ebert, Health Administration, 25 years.** Brian Hatch, Health Department Director, said Linda is an exemplary employee with experience and knowledge unmatched in environmental health, which includes learning about food, water, and air. She trained Brian, for which he said he owes her a debt of gratitude. He hopes to have her in the department another 10 years.
- **Shayla Farr, Library, 5 years.** Shayla was not in attendance, but Library Director Chris Sanford said Shayla is on loan from the Syracuse branch to the Central and North branches. She's been a great help at these other libraries but looks forward to reopening the Syracuse branch in November.
- **Katherine Quigley, Library, 5 years.** Katherine used to work at the Kaysville branch of the Library

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and is now at the Centerville branch. Chris remembered working with Katherine at a Harry Potter-themed library event a couple years ago, and said they had a very good time with the 1,200 people who joined them.

- **Regina Golightly, Library, 5 years.** Regina was not in attendance at Commission Meeting
- **Dee Brightenburg, Valley View Golf Course, 5 years.** Dee was not in attendance.

National Voter Registration Day — Presented by Clerk/Auditor Curtis Koch

Clerk/Auditor Curtis Koch encouraged those folks who have not registered to vote to get out and register now. Every time the presidential elections approach, there is a big wave of voter registrations. The County would like to take that wave and have them vote in this year's municipal elections as well. He invited people to get out and do their part to exercise their right to vote.

PUBLIC COMMENTS

Members of the public were invited to make comments to the Commission. There were no comments.

BUSINESS/ACTION

Agreement #2019-500 with Wasatch Trampoline and Tumbling for rental space

Agreement #2019-500 with Wasatch Trampoline and Tumbling for rental space for trampoline and tumbling competition — Presented by Mike Moake, Davis County Legacy Events Center Marketing

An agreement was presented with Wasatch Trampoline and Tumbling for a USA Gymnastics meet for the State of Utah. There will also be participants from Idaho. The contract period is 01/09/2020 to 01/11/2020. The receivable amount is \$3,565.65.

Agreement #2019-501 with Oneida Lacrosse for rental space

Agreement #2019-501 with Oneida Lacrosse for rental space for winter lacrosse training and conditioning — Presented by Mike Moake, Davis County Legacy Events Center Marketing

A contract with Oneida Lacrosse was presented for winter training and conditioning. They will be using the Legacy Events Center various days of the week. The contract period is 12/10/2019 to 02/26/2020. The receivable amount is \$2,851.75.

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

Agreement #2019-502 with University of Utah Poison Control Center for educational outreach efforts

Agreement #2019-502 with University of Utah Poison Control Center for educational outreach efforts — Presented by Brian Hatch, Davis County Health Department Director

An agreement with University of Utah Poison Control Center was presented. The agreement is for money to be sent to the County for helping to educate people about the Poison Control Center and use of its system. The contract period is 09/01/2019 to 08/01/2020. The receivable amount is \$2,500.

Agreement #2019-503 with Utah Legal Services, Inc. for legal education presentations and direct legal assistance to senior citizens

Agreement #2019-503 with Utah Legal Services, Inc. for legal education presentations and direct legal assistance to senior citizens — Presented by Brian Hatch, Davis County Health Department Director

An agreement with Utah Legal Services Inc. was presented for legal education presentations and legal advice for senior citizens. The Older Americans Act requires the County to have those services in its centers. The contract period is 07/01/2019 to 06/30/2020. The payable amount is \$4,146.

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Agreement #2019-504 with Utah Physicians for a Healthy Environment to administer funds received by settlement or court order

Agreement #2019-504 with Utah Physicians for a Healthy Environment for Tampered Diesel Truck Restoration Program, to administer funds as ordered by the Court to be paid by 'Defendants in Utah Physicians for a Healthy Environment v. Diesel Power Gear et al' — Presented by Brian Hatch, Davis County Health Department Director

An agreement with Utah Physicians for a Healthy Environment and the County was ratified. The agreement is for the administration of potential funds that may be received through a settlement or court order action for air quality control. Funds are to be directed to the County's Health Department to put in place a program to repair tampered trucks, and return them to manufacturer settings, so they're not releasing excess emissions. No funds have been awarded at this time, but the agreement will be in place if and when that does happen.

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

Agreement # 2019-505 with Western States Lodging and Management II, LLC for management of the Davis County Conference Center

Agreement #2019-505 with Western States Lodging and Management II, LLC for management of the Davis County Conference Center — Presented by Kent Andersen, Davis County Community & Economic Development Director

The Davis County Conference Center management agreement with Western States Lodging and Management II, LLC was presented. This is a renewal, due to the prior contract ending at the end of this calendar year. Appreciation was expressed for the amount of time the staff and Western States Lodging put in to enhance and approve this agreement. There were a couple of modifications of note. One modification was an inclusion to start during the budgeting process for an eight percent capital renovation; this is essentially occurring anyway but now will be officially done through the budget process. Another modification set the amount of reimbursement at 5 percent of gross revenues. The system that was set up before was a little complicated and almost disincentivized generating more money through gross revenues; this will be cleaner and more beneficial for both parties. A semiannual inspection by the facilities department is included in the agreement to make sure the County is continuing to protect this asset and provide resources and information to Western States. The contract period is 01/01/2020 to 12/31/2024. The payable amount is 5 percent of the annual gross revenue of the Davis Conference Center.

Commissioner Stevenson added his thanks to General Manager Enrique Yescas and his team at Western States Lodging and encouraged them to keep driving the business forward.

Commissioner Elliott invited Enrique to the podium to share information about magazine articles that featured the Conference Center and Western States Lodging. Enrique said the Davis Conference Center is doing very well and reached two milestones this year. The first milestone was being featured in Utah Business Magazine for becoming a self-sustaining conference center last year. The Conference Center will be in that category again this year. The second milestone was receiving a Salt Lake Tribune award for being a Top Workplace in Utah. He appreciates the County's support and said the best years are ahead.

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

Amendment #2017-179-E with the State of Utah Dept. of Human Services for Social Services Block Grant FY19-20 funding

Amendment #2017-179-E with the State of Utah Dept. of Human Services for Social Services Block Grant (SSBG) FY19-20 funding — Presented by Stephen Lyon, Davis County Grants Administrator

An amendment to the grant agreement with the State of Utah Department of Human Services for Social Services Block Grant (SSBG) FY19-20 funding was presented. The contract is amended annually for year to year funding. The contract period is 07/01/2019 to 06/30/2020. The receivable amount is \$108,003.

Amendment #2016-361-B with City of

Amendment #2016-361-B with City of North Salt Lake for a date change to Community Housing Development Block Grant (CDBG) for 2016-17 Affordable Housing Rehabilitation Program — Presented by

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North Salt Lake
for a date
change to
Community
Housing
Development
Block Grant
(CDBG) for
2016-17

Stephen Lyon, Davis County Grants Administrator

An amendment to a contract with the City of North Salt Lake was presented. Through the County's monitoring with the US Department of Housing and Urban Development (HUD), a discrepancy was discovered in the contract. It is being amended to reflect the actual dates for the 2016-17 Affordable Housing Rehabilitation Program funding by extending the contract ending date. The contract period is 07/01/2016 to 12/31/2017. [The payable amount is \$70,000.]

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

Amendment
#2019-125-A
with Chadwick
Booth & Co. to
update
sponsorship
agreement

Amendment #2019-125-A with Chadwick Booth & Co. to update sponsorship agreement — *Presented by Jessica Merrill, Davis County Tourism Deputy Director*

An amendment was presented to a contract with Chadwick Booth & Co, also known as "County Seat" and "At Your Leisure." The original contract included an advertising piece, with the contracted entity creating a 30-second commercial on behalf of the County to be aired 48-59 times on various channels. That portion of the contract is being updated so there will not be any commercials run through Chadwick Booth & Co., but their production team will get B-roll shots that can be taken to the County's ad agency. This arrangement will give the County more control over the branding. [The contract period is 01/01/2019 to 12/31/2019.] There is no change to the original contract amount.

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

Agreement
#2019-506 with
Sydnee's Pet
Grooming to
host and adopt
pets

Agreement #2019-506 with Sydnee's Pet Grooming to host and adopt pets — *Presented by Rhett Nicks, Davis County Animal Care & Control Director,*

An agreement with Sydnee's Pet Grooming was presented for that location to host and adopt pets. This is the fourth remote location for Davis County Animal Care and Control. The other remote locations are the Riverdale PetSmart, Layton PetSmart, and the Uptown Bark. They usually host kittens and cats but will host puppies, if available. The contract period is 09/24/2019 to 09/30/2022. [This contract is neither payable nor receivable.]

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

Change Order
#2018-546-J
with R&O
Construction Co
for Syracuse/
Northwest
Branch Library
remodel and
expansion

Change Order #2018-546-J with R&O Construction Co. for Syracuse/ Northwest Branch Library remodel and expansion — *Presented by Kyle Phillips, Davis County Project Manager*

Change order Number 8 to a contract with R&O Construction was presented. There are six change items, four of which are related to equipment the County wanted to have that allows control of sprinklers and landscaping. An increase was made for excavation to fix soft spots in the parking lot for paving. One of the big ticket items was to scope the existing sewer, which resulted in finding a belly in the sewer between the sidewalk and the main in the road. Some repainting was done, including brightening a ceiling in the main entrance that was too dark. The other items were credits back to the County for elimination of some design scope and signage.

Clarification on the location of the belly in the sewer was requested. Commissioners were informed that it was between the sidewalk, curb, and gutter, and the main in the road. In response to further questions about whose line it is and who developed it, Kyle said he believes it is Syracuse City's line and was

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developed by the City. Commissioner Stevenson said this could be the responsibility of the developer, which would be the city, and suggested asking about it. Kyle said he would speak with R & O's superintendent to see if there's a detail he's missing.

A motion was made to approve the change order, with the exception raised by Commissioner Stevenson. [The contract period is 11/13/2018 to 12/31/2020.] The payable amount is \$2,707.70.

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

Donation
#2019-507 with
Davis County
Citizens Police
Academy
Alumni
Association

Donation #2019-507 with Davis County Citizens Police Academy Alumni Association for funds raised from a golf tournament — *Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

Commissioners were asked to approve a one-time donation from the Davis County Citizens Police Academy Alumni Association. The donated funds were raised through a golf tournament. [The contract period is 09/30/2019 to 09/30/2019.] The receivable amount is \$500.

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

Request
Approval
#2019-508 of
Financial Policy
- 200 Budgets -
update to the
Budget
Committee

Request Approval #2019-508 of Financial Policy - 200 Budgets - update the composition of the Budget Committee — *Presented by Curtis Koch, Davis County Clerk/Auditor*

A request was made for Commissioners to approve an update to Financial Policy 200, which links to the County's budget policy and procedure. It updates the composition of the Budget Committee.

Resolution
#2019-509 for
consideration
to approve the
transfer of 2019
funds from
contingency to
Attorney
Professional
Services

Resolution #2019-509 for consideration to approve the transfer of 2019 funds from non-department contingency to Attorney Professional Services — *Presented by Curtis Koch, Davis County Clerk/Auditor*

Commissioners were asked to consider a resolution to move money from Contingency to Professional Services, in the Attorney's Office, to purchase Cellebrite goods and services to be utilized in their investigations. The contract period is 09/17/2019 to 12/31/2019. The amount is \$8,835.

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

Amendment
#2017-60-E
with Utah Dept.
of Human
Services for
Assisted
Outpatient
Treatment

Amendment #2017-60-E with Utah Dept. of Human Services, Div. of Substance Abuse & Mental Health - Assisted Outpatient Treatment (AOT), termination date replaced — *Presented by Commissioner Elliott*

An amendment was presented to change the ending date of a contract for Assisted Outpatient Treatment to June 30, 2019.

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

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Commissioner Elliott moved to recess to 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.

Commissioners were asked to consider the following:

- Under Auditor's Adjustments, a Tax Exempt Request for AHT Foundation for several parcels, as recommended in an email.
- Under Appeals, a report with recommendations for various approvals of Change in Value, a report with several No Change In Values recommended, and a report recommending several dismissed appeals.
- Under Abatements, late abatement applications with various individuals totaling \$14,548.87.
- Under Corrections, two Veteran Exemption tax abatements.
- Under Assessor's Adjustments, Corrections, Assessor-initiated corrections with an attached report.

Motion to Approve: Com. Stevenson

Seconded: Com. Elliott

All voted Aye

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

CONSENT ITEMS

Check Registers

Check Registers

Check Registers were approved.

Motion to Approve: Com. Elliott

Seconded: Com. Stevenson

All voted Aye

Indigent
Hardship
Abatement
Register

Indigent Hardship Abatement Register

The Indigent Abatement Register for the following names was presented for approval:

- Kellie L Cook, for \$1,015
- Janet [M] Farnes [Farnes] for \$857.45
- Mary J Frederickson for \$785.75
- David & Marxelda [Marxeda] Matthews for \$571.67
- David [L] Smoot for \$950.05
- Laurie Dutcher for \$1,015
- Carol Guzman for \$1,015
- Colette V Hadlock for \$135.19

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

Commission
Meeting
Minutes

Meeting Minutes

Meeting Minutes for August 20, 2019, were presented for approval.

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

COMMISSION COMMENTS

Commissioner Elliott had the privilege to go with the Forest Service, the Fire Warden, and the Sheriff, on a site tour of Farmington Canyon, Skyline Drive, and Ward Canyon to see what issues the County has there. It was nice to have the Sheriff with them because he stopped where people were shooting and took care of those incidences. There is a lot of work that needs to be done, and the County is working on a collaboration with the Forest Service, locally, and with the State. The area is a beautiful asset in the County's back yard, and it needs to be taken care of and protected. There are a lot of people using it for recreation and how that changes in the future is what Commissioners are trying to figure out.

Commissioner Stevenson also went on the site tour and agreed that it was a great learning opportunity.

CLOSED SESSION

Because of time constraints, there was no closed session.

MEETING ADJOURNED

Commission meeting was adjourned at 4:36 p.m.

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

Minutes approved on: 10/22/19

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor

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