

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES

January 7, 2020

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4 p.m. on January 7, 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; Commissioner Randy B. Elliott; Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

Excused: Curtis Koch, Davis County Clerk/Auditor

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

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The meeting convened at 4:03 p.m.

Pastor Ron Brown, a pastor from Clearfield and active community member, was invited to lead the Pledge of Allegiance. Pastor Brown added that being an immigrant and through his work experiences, having the Pledge is very significant and important to him.

Pastor Brown then led the Pledge of Allegiance.

Commissioner Stevenson is enroute from an event and will join Commission Meeting later. Curtis Koch, Davis County Clerk/Auditor, who is out of town attending an elections conference, was excused.

Recognitions,  
Presentations &  
Informational  
Items

**Register of Request for Proposals (RFP) Vendor Submittals for the Medical Observation Unit** — *Presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor, in place of Curtis Koch, Davis County Clerk/Auditor*

On Friday Jan. 3, the request for proposals (RFP) gathering for the medical observation unit was closed and three responsive proposals were received. The responses were from Babcock Design, Ridgeline Design, and Archiplex Design [Archiplex]. These submissions will be reviewed based on the approved policy and process. The notice of award will be given according to the schedule outlined in the RFP.

**50th Birthday Celebration for the South Branch Library in Bountiful, January 11, 2020** — *Presented by Chris Sanford, Davis County Library Director*

The South Branch Library in Bountiful will be hosting a birthday party and open house in honor of the branch's 50th birthday on Jan. 11, 2020 and everyone is invited. Activities will include storytelling, a library artifacts museum, a balloon artist, reminiscing, and refreshments. A flier with the details was given to members seated on the dais. The Commission shared how it was memorable when a human chain was created to move the books back in the library from their temporary location following a renovation.

**Written Notice of Termination of Services Agreement with Trinity Services Group, Inc.**

This presentation will be given at a later date.

### PUBLIC COMMENTS

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The public was invited to make comments to the Commission.

There were no public comments.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## BUSINESS/ ACTION

Ratify  
#2019-610-A  
and include  
Exhibit A to  
agreement with  
Ebsco for My  
Heritage Family  
History  
Database  
Service

### **Ratify #2019-610-A and include Exhibit A to agreement with Ebsco for My Heritage Family History Database Service — Presented by Josh Johnson, Davis County Library Deputy Director**

The contract for Ebsco's My Heritage database was presented a few weeks ago knowing an order form would be added later. When the order form was added, it was ratified by Commissioner Elliott because he was the Commission Chair when the original contract was signed. There is no change in the monetary value. [The exhibit has no beginning or end date and is neither payable nor receivable.]

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

Amendment  
#2018-54-A  
with Thimgan,  
Inc. for one  
year extension  
for valuation  
consulting  
services

### **Amendment #2018-54-A with Thimgan, Inc. for one year extension for valuation consulting services — Presented by Dale Peterson, Davis County Assessor**

This agreement is to extend the consulting services with Russ Thimgan, the Assessor's Office contract modeler. A contract modeler helps to evaluate properties using a statistical model since visiting every home in the County is not feasible. Russ is also training someone in the Assessor's Office to do the model so eventually the department will be less dependent on him. The contract period is 01/01/2020 to 12/31/2020. The payable amount is \$75,000.

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

Commissioner Stevenson joined Commission Meeting [at 4:11 p.m.].

Interlocal  
Agreement  
#2020-1 with  
the Lieutenant  
Governor's  
Office, State of  
Utah to provide  
for personnel  
and facilities for  
the processing  
of State  
Candidate  
petitions in  
2020

### **Interlocal Agreement #2020-1 with the Lieutenant Governor's Office, State of Utah to provide for personnel and facilities for the processing of State Candidate petitions in 2020 — Presented by Brian McKenzie, Davis County Chief Deputy Clerk/Auditor**

This interlocal agreement between the Lieutenant Governor's Office and Davis County states that Davis County will provide the facilities, people, and recruitment services to get temporary employees necessary to assist with signature verification of State candidate petitions. It was noted these petitions are only for the candidates running for office statewide, not for ballot petitions. There is no cost to the County for providing this service since the State will reimburse the County \$30 per person for recruitment activities. The temporary employees will be paid by the State. The contract period has no beginning and ends 01/07/2021. The receivable amount is fee based.

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

Ratify  
#2019-174-C  
Updated  
Certificate of  
Assurances for  
the CJC VOCA  
Grant

### **Ratify #2019-174-C the Updated Certificate of Assurances for the Children's Justice Center (CJC) Victims of Crime Act (VOCA) Grant to replace pages 30 and 32 of — Presented by Susan Burton, Davis County CJC Coordinator**

There were two clerical items that needed to be fixed on the existing Victims of Crime Act (VOCA) grant. The contract period is 07/01/2019 to 06/30/2020. The receivable amount is \$61,668.02.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

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

Interlocal Agreement #2020-2 with Clearfield City for 911 Shared/Hosted System

**Interlocal Agreement #2020-2 with Clearfield City for 911 Shared/Hosted System** — *Presented by Mike Pace, Davis County Information Systems Chief Deputy Director*

This agreement is for Clearfield to participate in the established 911 Shared/Host system. The contract period is 01/07/2020 to 01/07/2022. The receivable amount is three seats at variable cost.

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

Amendment # 2015-461-E increasing the maximum possible funding for FY2020

**Amendment #2015-461-E with the Utah Department of Human Services, Division of Aging and Adult Services, increasing the maximum possible funding for FY2020** — *Presented by Brian Hatch, Davis County Health Department Director*

This amendment increases the funding for the 2020 fiscal year. The contract period is 12/31/2019 to 06/30/2020. The receivable amount is an increase of \$7,800.

Memo of Agreement #2020-3 to define and coordinate disease investigation activities and support services

**Memo of Agreement #2020-3 with the Utah Department of Health to define and coordinate disease investigation activities and support services** — *Presented by Brian Hatch, Davis County Health Department Director*

This memorandum of agreement does not have a monetary value but is required for Davis County's disease investigation activities and support services accreditation with the State. The contract period is 01/01/2020 to 12/31/2025. The memo's amount is neither payable nor receivable.

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

Notice of Award #2020-4 from UT Dept. of Public Safety for reimbursement grant for in-car cameras and body cameras

**Notice of Award #2020-4 from Utah Department of Public Safety for reimbursement grant for in-car cameras and body cameras** — *Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office Chief Deputy*

This notice of award is both payable and receivable because the County will pay for the in-car and body cameras but will then be reimbursed. The Sheriff's Office is currently work Information Systems to set everything up for the cameras. The contract period is 12/18/2019 to 04/30/2020. The payable and receivable amount is \$20,000.

Agreement #2020-5 with Architectural Building Supply to install new detention frame, door and hardware for Lima shower door

**Agreement #2020-5 with Architectural Building Supply to install new detention frame, door and hardware for Lima shower door** — *Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office Chief Deputy*

This agreement is to install a new detention door frame, door, and hardware for the Lima shower door at the jail. The contract will end when the installation is complete. The contract period is 01/07/2020 to end to be determined. The payable amount is \$7,797.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Training Reimbursement Agreement #2020-6 with Shawn H. Ray for paramedic school

## **Training Reimbursement Agreement #2020-6 with Shawn H. Ray for paramedic school — Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office Chief Deputy**

This training reimbursement is for Shawn H. Ray's paramedic training. Following his training, Shawn will be required to work for the County for three years. The contract period is 08/12/2020 to 08/12/2023. The receivable amount is \$38,159 plus \$7,900 for a total of \$46,059.

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

Agreement #2020-7 with Hill West Environmental for Memorial Courthouse Hazardous Material Abatement Management

## **Agreement #2020-7 with Hill West Environmental for Memorial Courthouse Hazardous Material Abatement Management — Presented by Lane Rose, Davis County Facilities Director**

This is the first agreement that will physically affect the Memorial Courthouse. Hill West Environmental is a service provider who will coordinate the hazardous materials removal and abatement. As part of this coordination, Hill West will provide management, get bid documents for a request for proposals (RFP), provide air sampling, and gather the required documents to be in compliance with the rules and regulations for asbestos remediation. The Commission remarked how exciting it is to see the Courthouse renovation moving forward. The project began under the previous Commissioners and now things are finally moving forward in a noticeable way. It is an exciting project. The contract period is 01/07/2020 to 06/07/2020. The payable amount is \$14,775.

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

Donation Agreement 2020-8 with Citizens Police Academy

## **Donation Agreement #2020-8 with the Citizens Police Academy — Presented by Neal Geddes, Chief Civil Deputy County Attorney**

This donation agreement from the Davis County Citizens Police Academy Alumni Association will go towards supporting the Citizens Police Academy course facilitated by the Davis County Attorney's Office. This course teaches participants about criminal procedure, investigation, and prosecuting crimes. It was remarked that two of three Commissioners have participated in the course and both found it informative. The donation has no beginning or end date. The receivable amount is \$500.

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

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

## BOARD OF EQUALIZATION

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Property Tax Register

Property Tax Register matters were presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor, as follows:

- Under the Auditor's adjustments is a report detailing various appeals through the end of the 2019 tax year, late abatements totaling \$8,601.93, and various corrections including 13 veteran tax abatements and one exemption all of which total about \$6,000 or \$7,000.
- Under the Treasurer's adjustments are December write offs totaling \$28.41.
- Under Assessor adjustments is an adjustment for an escaped property totaling \$22,519.71.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

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

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

## CONSENT ITEMS

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Check Registers

### **Check Registers**

Check Registers were approved.

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

Commission  
Meeting  
Minutes

### **Meeting Minutes**

Special Meeting Minutes for December 3, 2019 and Work Session minutes for November 26, December 3, and December 10, 2019, were presented for approval.

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

## COMMISSION COMMENTS

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**Commissioner Kamalu** thanked Commissioner Stevenson for representing Davis County at the County Seat program and other events all day even though he is not feeling well.

**Commissioner Elliott** said he is also grateful for Commissioner Stevenson's participation even though he is not feeling well. Prior to this meeting, he and the other Commissioners attended the inauguration ceremony for Brad Mortensen as president of Weber State University. Commissioner Elliott was quite impressed with Brad and things he will be a great asset to the university. Brad has always been a great advocate for Weber State and they did a great job swearing him in. Lastly, Commissioner Elliott welcomed everyone to the new year and said it should be a great year as things continue to move forward.

**Commissioner Kamalu** thanked the public safety and Facilities departments who work 24/7, even over holiday breaks. She also recently attended a meeting at the Sheriff's Office where the department's focus was presented. She reported this year's focus is service, care, and respect in addition to ongoing mission statement. It impressed her because the meeting allows a large department the chance to hear from their leaders and it showed how every individual at the Sheriff's Office is a leader.

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

## MEETING ADJOURNED

Commission Meeting adjourned at 4:30 p.m.

Minutes prepared by:  
Jessy Turner  
Deputy Clerk/Auditor

Minutes approved on: 01/28/2020

/s/ Curtis Koch  
Curtis Koch  
Clerk/Auditor

/s/ Lorene Miner Kamalu  
Lorene Miner Kamalu  
Commission Chair