

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES September 15, 2020

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on September 15, 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; and Commissioner Randy B. Elliott. Also present: 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 Clerk/Auditor's Office. The agenda for this meeting is incorporated into the minutes as item headers.

OPENING

Due to the Coronavirus pandemic, special meeting circumstances apply.

In consideration of the COVID-19 pandemic, attendance will be limited to no more than 20 individuals, including Commission and staff. Masks are recommended and all those in attendance and will be required to participate in a socially distant manner. Because of the room occupancy limitation, those wishing to watch the meeting are encouraged to do so by viewing the meeting online. Meeting proceedings may be viewed remotely through YouTube live streaming at:

<https://www.daviscountyutah.gov/commission/meetings>. Those wishing to direct comments to the Commission regarding a public hearing or to make public comment can do so in-person or email comments to commissioners@daviscountyutah.gov by 3:00 p.m. on the day of the meeting.

The meeting convened at 4:04 p.m. and Commissioner Kamalu thanked Sheriff Kelly Sparks, Emergency Manager Chad Monroe, Sulika Merrrell from Tax Administration, and Nicole Baxter from Davis Behavioral Health, for attending the meeting. A reminder was given that although attendance is limited, people may attend meetings in person to make public comments related to the agenda, or they may call or email comments by 3 p.m. on the day of the meeting. No public comments pertinent to this meeting's agenda were received.

Chad Monroe, Davis County Emergency Manager, led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

RFP responses for Professional Auditing Services — Presented by Curtis Koch, Davis County Clerk/Auditor

Clerk/Auditor Curtis Koch reported that responses to a Request For Proposals (RFP) for professional external auditing services had been opened. Five groups submitted responsive replies and will be referred to the Audit Committee for review and selection of the next external auditor of Davis County:

- Carver, Florek & James, C.P.A.'s
- Litz & Company
- Christensen, Palmer & Ambrose
- Ulrich & Associates
- All about IT Inc.

Update of Davis County windstorm response — Presented by Chad Monroe, Davis County Emergency Manager

One week ago, a windstorm became Davis County's third emergency of the year 2020. Commissioners invited Chad Monroe, who has been working as the County's Emergency Manager since the end of February, to update the public regarding the windstorm.

Chad said that the County knew the windstorm was going to be major based on information from the National Weather Service. Fortunately, the County has been through windstorms before and some of the cities were very well prepared and have a lot of volunteer groups. The County's biggest asset has been its citizens, he said, describing them as unified, kind, and helpful.

The County issued a Declaration of Emergency, which allowed it to reach out to the State for assistance. The State quickly mobilized the National Guard and the Utah Department of Transportation, so there have been between 200 and 250 troops on the ground helping in Davis County for the last four to five days. Large

COMMISSIONERS' MINUTES – DAVIS COUNTY

equipment was spread over a number of cities, including equipment from UDOT, with upwards of 40 dump trucks helping to move debris.

The southern end of the County was hardest hit, from Kaysville south. Every city is doing a good job of managing what's happening, and City Emergency Managers are working together well. They all had established plans, so when the National Guard, UDOT, or resources from other cities arrived to help they were ready and able to deploy them right away.

The National Guard and UDOT are starting to leave Davis County now so, as a County, we're going to have to stick together. Citizens have been great and should continue taking their debris to landfills, or using their trash cans, because there are not enough resources to clean every street.

The windstorm ended on Wednesday, and less than a week later the County is in really good shape and doing extremely well.

Commissioners commended the proactive response of those working with the Emergency Operations Center. Gratitude was expressed for State assistance, from the Governor to the National Guard and UDOT, and also for personnel at the Davis, Wasatch Integrated, and Bountiful landfills who have been working around the clock and streamlined their processes. Thanks was also given to cities that were less impacted and sent help to others, to volunteer groups of citizens, and to business owners who opened at night to help the National Guard sharpen or repair chainsaw blades.

A text from Farmington City was read commending Chad and the excavators, especially Jeremy and Bob, for their work.

There was one fatality in the State because of the wind, but considering the amount of flying debris and downed power lines it is fortunate there weren't more losses.

Public safety and infrastructure were priorities in assigning resources to eliminate hazards and make sure cities could keep running. Based on feedback, the prioritizing worked as well as possible.

Commissioners thanked Chad for his work during this unprecedented year.

September is National Suicide Prevention Month — Presented by Nicole Baxter, Davis Behavior Health

National Suicide Prevention Month is at the half-way point, and there have been some wonderful happenings. Nicole mentioned several upcoming suicide prevention events and distributed a handout that included information about the events as well as suicide prevention crisis hotline phone numbers and informational websites.

See Attachment A.

A question was asked about the rate of suicides during COVID-19. There is concern about a possible wave of mental health issues and suicidality once people don't have so many delays in bills and other aids that have been available. It is something that is being watched closely.

Municipal Building Authority's Bond closing update — Presented by Curtis Koch, Davis County Clerk/Auditor

The County recently closed on the Municipal Building Authority's refinance of the Administration Building, as well as adding an additional \$7 million of debt service for the Memorial Courthouse renovation. Refunding the original bonds for the Administration Building was about \$19.6 million, and by refunding at historically low rates the County has been able to recognize net present value savings of \$2.6 million over the remaining life of those bonds. Conventional wisdom is to do a refunding when you can receive 3 percent net present value savings; these bonds netted over 16 percent savings. True interest cost wraps in all the fees, coupons, and everything that would be associated with a transaction. This is a 20-year transaction and the true interest cost is 1.5887804 percent.

Commissioners thanked the Clerk/Auditor's team, and the County's finance partners, for their work in saving over \$2.6 million of taxpayer money.

PUBLIC COMMENTS

Public comment was invited; none was offered.

COMMISSIONERS' MINUTES – DAVIS COUNTY

BUSINESS/ ACTION

Resolution #2020-483 to adopt additional 2020 budget appropriation requests to be funded by new revenues and monies unspent from prior years

Resolution #2020-483 to adopt additional 2020 budget appropriation requests - requests funded by new revenues and monies unspent from prior years — Presented by Curtis Koch, Davis County Clerk/Auditor

The Clerk/Auditor explained that the resolution is primarily related to Coronavirus Aid, Relief, and Economic Security (CARES Act) funds for Tranche 2, provided through the Federal Government to the State and then redirected from the State to the County. He read each budget request item and amount listed [see *Resolution #2020-483*] and shared additional information about many items.

In Fund 10, there is a Non-Departmental revenue increase of \$8,982,621. Related offsetting expenses include \$3,571,000 in CARES spending for Davis County School District, to be utilized to ensure a safe and healthy school system throughout the County, and \$100,000 in Jail expenses for payroll for janitorial services, particularly due to the lost ability to use some inmates for cleaning. In the first Tranche that was issued, the County put \$5 million toward a Community Business Grant program; multiple cities contributed from Tranche 2 so there is \$900,000 to complete that program. The \$1,000,000 expense in Sheriff's Department Payroll is for a combination of Administration Building security and wages and to offset wages from personnel whose jobs have substantially changed. There is an expense of \$100,000 for cleaning supplies to keep County facilities safe for the public and employees. Animal Care expenses, using Non-Departmental Contingency funding, are for an emergency repair of a walk-in freezer. The final item in Fund 10 is a \$5,200,000 transfer of 2019 unanticipated revenues. After completing the 2019 Comprehensive Annual Financial Report (CAFR) and Audit, the County had significant unanticipated revenues that came through Legislative and State contributions as well as significant turn back from budgets not being expended. It is recommended that \$5.2 million of that almost \$7 million be transferred into Fund 45 for capital reserve that will help with the 2021 capital building program, to address the needs of the County rather than holding it in the Fund 10 General Fund.

In Fund 15, there is revenue of \$1.5 million from Tranche 2 CARES funds. Most offsetting expenses are for PPE stockpiling as well as for wages, benefits, and computer equipment for the Health Department to meet increased staffing needs and the needs of seniors due to the COVID-19 pandemic. Additional funding of \$55,000, from the Health Department's Capital Fund (Fund 46), is needed to install a backup generator in the Health Department so it can keep functioning when the power is out and keep vaccines refrigerated. Fund 15 also includes an increase of \$275,000 in revenues for Seniors through a new program and higher enrollment, which is offset by \$235,000 in miscellaneous services and expenditures. The Health Department also received new contract funding to combat tobacco, e-cigarette and substance/nicotine abuse (Davis County contract #2020-458) with offsetting expenses for payroll, benefits, and prevention grants.

In Fund 23, for the Library, there are adjustments that show a decrease in revenues and a decrease in expenses. This has been requested as the Library is looking at wrapping up this year, and they want to true-up budgets.

In Fund 33, Debt Service, there is additional revenue coming in from Fund 42, which is Library capital. It was known there would be a debt service payment, but those were the 2019C Bonds; the County closed on the bonds for the Clearfield Library in December of last year, after the budget had been approved, so debt service payment was not budgeted. This \$393,023 is a transfer so the County can pay debt service on the Clearfield Library.

Fund 45, the Capital Improvement Fund for the general operations of the County, shows an offset for \$5.2 million coming in from Fund 10.

Fund 46, the Health Department Capital Improvement Fund, has a revenue increase of \$10,000 recognizing Clearfield CDBG (Community Development Block Grant) Program contributions to the Senior Center door project, which can be utilized because the center is located in Clearfield and serves the population there. The offsetting building and grounds maintenance fee/expense of \$10,000 is also recognized.

Fund 48, which is the County's debt service fund for the previously mentioned 2019C Clearfield Library Bonds, shows the expense increasing by \$393,023 dollars.

The contract period is 09/15/2020 to 12/31/2020. The amount is \$3,296,621.

Commissioner Elliott moved to open the Public Hearing. Commissioner Stevenson seconded the motion. All voted Aye.

COMMISSIONERS' MINUTES – DAVIS COUNTY

PUBLIC HEARING

Members of the public were invited to speak regarding the resolution. No comments were made.

A motion was made to close the Public Hearing and to approve the adoption of the additional 2020 budget appropriations.

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

Notice of rescheduled Public Hearing to consider additional 2020 budget appropriation requests

Notice of rescheduled Public Hearing to consider additional 2020 budget appropriation requests — Presented by Commissioner Kamalu

It was noted that the Public Hearing to consider additional 2020 budget appropriation requests was originally scheduled for Sept. 8, 2020; however, it was cancelled due to the windstorm. Notice was given that the hearing was rescheduled to be held during the Sept. 15 Commission Meeting.

Ratification of Agreement #2020-484 with Westlaw for subscription for online services for legal research

Ratification of Agreement #2020-484 with Westlaw for subscription for online services for legal research — Presented by Commissioner Kamalu

The agreement with Westlaw, for a subscription for online services for legal research, replaces Davis County Contract #2018-635. The contract period is 09/01/2020 to 08/31/2023. The payable amount is \$2,110.20 per month, increasing to \$2,321.22 per month for the year 2021, and then 2 percent each year after that.

Agreement #2020-485 with University of Utah, Utah Poison Control Center for services provided by the DC Health Department

Agreement #2020-485 with University of Utah, Utah Poison Control Center for services provided by the Davis County Health Department in connection with educational outreach efforts for poison control — Presented by Commissioner Kamalu

An agreement with the University of Utah, on behalf of its Utah Poison Control Center, was introduced. The contract is for the Davis County Health Department to provide a variety of services in connection with educational outreach efforts for poison control. The contract period is 09/01/2020 to 08/01/2021. The receivable amount is \$2,500.

FY 2020 Beer Tax Annual Report #2019-309-B provided to the Utah Commission on Criminal & Juvenile Justice

FY 2020 Beer Tax Annual Report #2019-309-B - provided to the Utah Commission on Criminal & Juvenile Justice (UCCJJ) — Presented by Commissioner Kamalu

A report from the Sheriff's Office, provided to the Utah Commission on Criminal and Juvenile Justice (UCCJJ) for the Fiscal Year 2020, was presented. The annual report is regarding Beer Tax Funds, of which \$18,000 will go toward evidence-based alcohol-related prevention programs; \$37,000 will go toward treatment of offenders with alcohol-related programs; \$57,000 will go toward alcohol-related law enforcement; \$22,000 will go toward the prosecution of alcohol-related cases; and \$66,538.56 will go to confinement of alcohol law offenders. The contract period is 07/01/2019 to 06/30/2020. The receivable amount is \$200,538.56.

Agreement #2020-486 with the State of Utah, Div. of Fleet Operations for electronic fuel dispensing and fleet card processing services

Agreement #2020-486 with the State of Utah, Division of Fleet Operations to provide electronic fuel dispensing and fleet card processing services to the Davis County Sheriff's Office — Presented by Commissioner Kamalu

An agreement with the State of Utah, Division of Fleet Operations, was presented. It provides electronic fuel dispensing and fleet card processing services to the Davis County Sheriff's Office. The contract begins 09/15/2020 and there is no ending date. It is a user agreement and the payment is based on the amount of fuel usage.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Agreement #2020-487 with Hogan & Associates Construction for CM/GC for the new Davis County Jail Medical Observation Unit

Agreement #2020-487 with Hogan & Associates Construction for Construction Management/General Contractor (CM/GC) for the new Davis County Jail Medical Observation Unit — Presented by Commissioner Kamalu

An agreement with Hogan & Associates Construction was presented for Construction Management/General Contractor (CM/GC) for the new Davis County Jail Medical Observation Unit. There are exhibits and attachments included in the paperwork. The project has a fixed limit cost of \$8,200,000. Pre-construction costs are \$9,500. The construction management fee for work performed during the construction phase is \$160,000 (\$8,200,000 X 1.95 percent). Construction supervision costs will equal up to \$180,000 (up to \$15,000 per month up to 12 months). The CM/GC shall be compensated for general conditions up to \$217,207 dollars. The contract period is 10/01/2020 to 09/30/2021. The total payable amount is \$8,200,000.

Donation #2020-488 of food from Waffled presented to Davis County Sheriff's Office

Donation #2020-488 of food from Waffled presented to Davis County Sheriff's Office in appreciation of their service — Presented by Commissioner Kamalu

Waffled was thanked for donating food to the Sheriff's Office. Employees of the Sheriff's Office appreciate the community support. The contract period is 09/03/2020 to 09/03/2020. The receivable amount is \$300.

Agreement #2020-489 with Dr. Allie Martin to provide temporary veterinary services

Agreement #2020-489 with Dr. Allie Martin to provide temporary veterinary services at Animal Care — Presented by Commissioner Kamalu

A standard service provider contract with Dr. Allie Martin, for temporary veterinary services, was presented. The contract period is 09/08/2020 to 03/08/2021. The payable amount is \$65 per hour.

Ratification of Agreement #2020-490 with WatchGuard Video, Inc. regarding in-car and bodycam video

Ratification of Agreement #2020-490 with WatchGuard Video, Inc. to setup regarding cellular upload of in-car and bodycam video — Presented by Commissioner Kamalu

An agreement with WatchGuard Video was ratified. The contract is for setup for cellular upload of in-car and bodycam video. The contract period is 09/08/2020 to 10/30/2020. The payable amount is \$5,000.

Agreement #2020-491 with WFRC for assistance to rate and rank third quarter tax proposal projects

Agreement #2020-491 with Wasatch Front Regional Council (WFRC) to provide assistance to rate and rank third quarter tax proposal projects — Presented by Commissioner Kamalu

A standard provider service contract with Wasatch Front Regional Council (WFRC), a Municipal Planning Organization, was presented. WFRC is helping Davis County rate and rank the third quarter tax proposal projects. The contract period is 09/08/2020 to 12/31/2020. The payable amount is \$10,000.

Resolution #2020-441 to approve application for establishment of an Agricultural Protection Area

Resolution #2020-441 to approve an application for the establishment of an Agricultural Protection Area (1,132 acres in Hooper) — Presented by Commissioner Kamalu

A resolution was presented to approve an Agriculture Protection Area for 1,132 acres in Hooper. The Commission approved this item two weeks ago, but it was decided that it needed to be approved by resolution. No terms or financial information applies.

Memo of Understanding #2020-492 with GOED for 2020 Utah CARES Cooperative Marketing Fund with Utah Office of Tourism

Memo of Understanding #2020-492 with the Utah Governor's Office of Economic Development (GOED) for 2020 Utah CARES Cooperative Marketing Fund with the Utah Office of Tourism — Presented by Commissioner Kamalu

A Memorandum of Understanding was presented for the 2020 Utah CARES Cooperative Marketing Fund with the Utah Office of Tourism. The grant awarded to Davis County Tourism and Events will be used to help promote Davis County as Northern Utah's ultimate playground for all visitors, with a variety of play activities to choose from. The campaign will look to promote all aspects of what the County can offer as a destination, including but not limited to: skiing, outdoor recreation, amusement centers, arts, shopping,

COMMISSIONERS' MINUTES – DAVIS COUNTY

and dining. Advertising will focus on the surrounding drive markets and parts of Utah. The media mix will include digital marketing, online publishers, and social media. The contract period is 09/08/2020 to 12/31/2022. The receivable amount is \$87,500.

Agreement #2020-493 with USA Wrestling for rental space at Legacy Events Center for Bigfoot Battle Wrestling Tournament

Agreement #2020-493 with USA Wrestling for rental space at Legacy Events Center for Bigfoot Battle Wrestling Tournament — Presented by Commissioner Kamalu

An agreement with USA Wrestling was presented. The agreement is for rental space at the Legacy Events Center for the Bigfoot Battle, a wrestling tournament previously held in Washington State. Landing this tournament further cements Davis County and the Legacy Events Center as a top youth sports destination. The contract period is 11/04/2020 to 11/07/2020. The receivable amount is \$4,305.40.

Agreement #2020-494 with MetaSports Soccer for Utah Youth Soccer Games at LEC

Agreement #2020-494 with MetaSports Soccer for rental space at Legacy Events Center for Utah Youth Soccer Games — Presented by Commissioner Kamalu

A contract was introduced for MetaSports Soccer to host Utah Youth Soccer Games at the Legacy Events Center. The contract period is 09/08/2020 to 10/28/2020. The receivable amount is \$6,035.80.

Agreement #2020-495 with Cold Tech Refrigeration Inc. for equipment replacement at Animal Care

Agreement #2020-495 with Cold Tech Refrigeration Inc. for equipment replacement for walk-in freezer at Animal Care — Presented by Commissioner Kamalu

An agreement with Cold Tech Refrigeration Inc., for the replacement of walk-in freezer refrigeration equipment, was presented. No dates were given. The payable amount is \$9,300.64.

Subrecipient Agreement #2020-496 with Davis County Health Dept. Senior Services for Community Development Block Grant (CDBG) funding for North Davis Senior Center ADA Access Improvement Project

Subrecipient Agreement #2020-496 with Davis County Health Dept. Senior Services for Community Development Block Grant (CDBG) funding for North Davis Senior Center ADA Access Improvement Project — Presented by Commissioner Kamalu

A subrecipient agreement with Davis County Health Department’s Senior Services Division was presented. The agreement is for Community Development Block Grant (CDBG) program funding for the North Davis Senior Center Americans with Disabilities Act (ADA) access improvement project for the Program Year 2020-2021. The contract period is 07/01/2020 to 06/30/2021. The payable amount is \$25,000, and there was a local match from Clearfield CDBG of \$10,000.

Motion to Approve Remaining Business and Action items: Com. Stevenson
Seconded: Com. Elliott
All voted Aye

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

BOARD OF EQUALIZATION

Introduction of Sulika Merrell, Davis County Tax Administration Manager

Clerk/Auditor Curtis Koch introduced Sulika Merrell, Davis County’s new Tax Administration Manager. She will work closely with Commissioners through the Board of Equalization. Sulika came to Davis County from Carbon County, where she was a Chief Deputy Assessor. She stood out during the interview process because of her ability to build and move things forward, and that is what is expected of her. She’ll work side by side with the Clerk/Auditor’s Chief Deputy Heidi Voordeckers, building on the solid foundation left by Diane Law. Commissioners welcomed Sulika and commented that they have already met with her in Board of Equalization meetings and found her to be very astute and a quick learner.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Property Tax Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor, as follows:

Auditor's Adjustments

- A report with various recommended Approved Appeals totaling \$1,424,291
- A report recommending No Change in Value for various parcels

Auditor's Abatements

- Late Abatement Application Requests with various applications totaling \$16,440.94
- Five 2019 Veteran Tax Exemption Abatements

Treasurer's Adjustments

- A Small Balance Write-off report of \$0.00 from August 1, 2020 through August 31, 2020

Assessor's Adjustments

- Assessor-initiated Corrections with various parcels totaling \$210,712

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

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

CONSENT ITEMS

Check Registers

Check Registers

Check Registers were approved.

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

Indigent Hardship Abatement Register

Indigent Hardship Register

A motion was made to hold hearings for Applicants 1 through 7 on the Indigent Abatement Register.

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

Commission Meeting Minutes

Meeting Minutes

Meeting Minutes for the Work Session held on August 18, 2020, and Commission Meeting Minutes for August 18, 2020, and August 25, 2020, were presented for approval.

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

COMMISSIONERS' MINUTES – DAVIS COUNTY

**COMMISSION
COMMENTS**

Commissioner Kamalu said a lot of really good information had been shared in this meeting, and a lot of good work has been done, for which the Commission is thankful.

**MEETING
ADJOURNED**

Commission meeting was adjourned at 5:02 p.m.

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

- A. Upcoming State & County 2020 Suicide Prevention Trainings & Events

Minutes prepared by:

Becky R. Wright

Deputy Clerk/Auditor

Minutes approved on:

Curtis Koch
Clerk/Auditor

Lorene Miner Kamalu
Commission Chair