

# **COMMISSIONERS' MINUTES – DAVIS COUNTY**

## **COMMISSION MEETING MINUTES**

**February 25, 2020**

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on February 25, 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; 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**

The meeting convened at 4:00 p.m. and Commissioner Kamalu noted that Commissioner Stevenson was expected to arrive very soon. He arrived at 4:02 p.m. as Robert Nielsen, of the Facilities Management Department, led the Pledge of Allegiance.

Recognitions,  
Presentations &  
Informational  
Items

**February Employee Service Awards** — *Presented by Commissioner Kamalu with the assistance of Commissioners Elliott and Stevenson.*

**Jeff Baker, Information Systems (IS), 10 years.** Mark Langston, IS Director, said Jeff is one of the County's GIS (Geographic Information System) experts. He helps do the programming that makes graphical maps intelligent. He's assisted quite a few departments in their efforts.

**Kenneth DuVall, Assessor's Office, 25 years.** Dale Peterson, Davis County Assessor, said Ken is the first point of contact for the Personal Property team. He is always friendly and helpful. He worked at the DMV for 6 years before joining the Assessor's Office and that experience and knowledge is very valuable.

**Randy Bills, Library, 30 years.** Library Director Chris Sanford noted that Randy started in the Library's North Branch then moved to Headquarters before transferring to the South Branch, where he is much loved, appreciated, and respected by staff and patrons.

**Kimberly Valelka, Library, 25 years.** Kimberly started with the Human Resources Department. She began her Library career in the Central Branch, then spent time at the Kaysville Branch, then the North Branch, then back to Central and Kaysville. Two years ago, she became the Program Outreach Coordinator. She was promoted to Library Outreach Manager this year. Chris said Kim does all of the programming for the Library System and the County appreciates all she does to make sure the Library is well represented in the community.

**Nancy Seegmiller, Facilities Management, 20 Years.** Lane Rose, director of Facilities Management, praised Nancy's dependability and trustworthiness. She is the one trusted to take care of a lot of the County's most sensitive areas, including the Children's Justice Center, Pretrial Services, and Investigators.

**Chris Sanford, Library, 35 years.** Commissioners get to work with certain County Departments as supervisors. Commissioner Kamalu said it's interesting to supervise people who are more expert in their fields, as is the case with Chris Sanford. Chris was hired in 1985 as a part-time Associate Librarian at North Branch, in Clearfield. She was promoted to full-time in 1986, and soon after became the North Branch's Children's Librarian. In 1989, she was promoted to Branch Librarian at the North Branch. She then served as Branch Librarian at the Syracuse Library from 2007 until February of 2008, when she was appointed Library Director. Chris has seen many changes over her 35 years with the County. She saw four library branches join the system and played an instrumental role in three of those new libraries. She was heavily involved in six capital projects, including the building and remodeling of the Syracuse and Kaysville libraries. She mentored several library administrators. During her tenure, librarians went from checking materials out by hand to using computers, the Library became fine-free, programming was increased, patron service improved, and a strong administrative team was built. She is adept at finding the best wording in difficult situations. She's sincere and consistent in support of library staff and strives to maintain a professional attitude under the most trying circumstances. Chris was planning to retire in March of 2020, but when the Facilities Director moved away she decided to delay her retirement to see large projects through. Commissioner Kamalu thanked her for her commitment and devotion to the County and its citizens.

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## **Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for Fiscal Year Ended December 31, 2018 — Presented by Commissioner Kamalu**

Commissioner Kamalu announced that the Clerk/Auditor’s Office had been awarded a Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report for the Fiscal Year Ended Dec. 31, 2018. Davis County has a long history of excellence in this area.

Clerk/Auditor Curtis Koch said this is the 26th consecutive year the Clerk/Auditor’s Office has earned this award from the Government Finance Officers Association. It is an indication of the spirit of transparency and full disclosure. The Clerk/Auditor’s Office goes above and beyond general accounting principles of reporting so citizens can have confidence in their County government and how finances are managed.

Doug Stone, Lead External Reporting Auditor, read the first paragraph of a letter to Curtis Koch. The letter said the certificate earned is the highest form of recognition in governmental accounting and financial reporting and its attainment represents a significant accomplishment. Doug noted that only three counties in Utah apply for the program every year.

Curtis thanked the auditing team, including Doug Stone, Chief Deputy Clerk/Auditor Heidi Voordeckers, Eric Barrett, Jaclynn Brooks, Kimberley Sedgwick, Dax Teuscher, and Cindi Garrick.

## **March 3 and March 17, 2020, Davis County Commission Meetings have been cancelled — Presented by Commissioner Kamalu**

An announcement was made that the March 3 and March 17, 2020, Commission Meetings have been cancelled because there won’t be a quorum. During one of those dates, Commissioners will be representing the County at the National Association of Counties conference in Washington, D.C.

## **Commissioners to attend Clearfield City Council Meetings — Presented by Commissioner Kamalu**

Commissioners will attend the Clearfield City Council’s Work Session and Council Meeting this evening. Commissioners attend meetings of the 15 city councils in the County to answer questions and give support.

### **PUBLIC COMMENTS**

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Members of the public were invited to make comments to the Commission. No comments were made.

### **BUSINESS/ ACTION**

Amendment #2015-330-F with Utah Attorney General's Office for Children's Justice Center (CJC) funding increase

## **Amendment #2015-330-F with the Utah Attorney General's Office for a Children's Justice Center (CJC) funding increase — Presented by Tanya Perkins, Davis County Children's Justice Center Director**

An amendment to a contract with the Utah Attorney General’s Office was introduced. The amendment is for an increase of funding to be used to purchase new recording equipment for the Children’s Justice Center. The equipment will be installed on March 10. The contract period is five years, from 07/21/2015 to 06/30/2020. The receivable amount is \$22,000.

Grant Application #2020-66 to National Children's Alliance/Utah Children's Justice Center Program for State Chapter Support Grant

## **Grant Application #2020-66 to the National Children's Alliance/Utah Children's Justice Center Program for a State Chapter Support Grant — Presented by Tanya Perkins, Davis County Children's Justice Center Director**

A grant application to the National Children’s Alliance/Utah Children’s Justice Center Program was presented. The grant is for State Chapter Support. The Children’s Justice Center applies every year and the money is used to pay a portion of the coordinator’s salary. The contract period is 01/01/2020 to 12/31/2020. The receivable amount is \$7,000.

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

Agreement #2020-67 with Summit Food Services for Senior Services Meals Program

**Ratification of Agreement #2020-67 with Summit Food Services for Senior Services Meals Program — Presented by Brian Hatch, Davis County Health Director**

Commissioners were asked to ratify an agreement with Summit Food Services to provide Meals on Wheels and communal meals at senior centers. The contract beginning date is 02/24/2020, and the ending date is dependent on the Sheriff's Office contract with Summit Food Services. The payable amount is Service dependent at \$3.20 per meal, to be paid as the service is used.

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

Agreement #2020-68 with Summit Food Services to provide inmate and staff food services for the Jail

**Ratification of Agreement #2020-68 with Summit Food Services to provide inmate and staff food services for the Jail — Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office**

Commissioners were asked to ratify an agreement with Summit Food Services for inmate and employee meals. Discussion was had about the beginning date of the contract. The beginning date is when the last party signed the contract, 02/20/2020, and the ending date is 02/23/2025. The payable amount is a Sliding Scale based on jail population and specialty meals.

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

Summary List #2020-69 of rental agreement at the Legacy Events Center

**Summary List #2020-69 of rental agreements at the Legacy Events Center — Presented by Dave Hansen, Davis County Legacy Events Center Director**

A summary list of rental agreements at the Legacy Events Center was introduced. The 22 agreements include space rentals for horse shows, dog shows, RVs, and a poultry show. The contract period is 02/14/2020 to 11/15/2020. The receivable amount is \$10,591.06.

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

Agreement #2020-70 with Comcast Cable Communication Management, LLC for Davis Behavioral Health's communication line

**Agreement #2020-70 with Comcast Cable Communication Management, LLC for Davis Behavioral Health's communication line to Work Center — Presented by Mark Langston, Davis County Information Systems Director**

An agreement with Comcast Cable Communication Management was presented. The agreement is for permission to allow Comcast to pull cable for internet service into the Justice Center for Davis Behavioral Health to support their new Receiving Center program. [The contract begins 02/25/2020.]

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

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Conditional Use and/or Site Development Application #2020-71 to Farmington City for the Memorial Courthouse Renovation

**Conditional Use and/or Site Development Application #2020-71 to Farmington City for the Memorial Courthouse Renovation — Presented by Lane Rose, Davis County Facilities Director**

A Conditional Use and/or Site Development Application to Farmington City was presented for the Davis County Memorial Courthouse Renovation. The contract period begins 02/25/2020. The payable amount is \$650.

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

Amendment #2019-357-A to Subrecipient Grant Agreement with Davis Community Housing Authority for 2019-20 Program Year

**Amendment #2019-357-A to Subrecipient Grant Agreement with Davis Community Housing Authority for the 2019-20 Program Year for a Down Payment Assistance Program — Presented by Stephen Lyon, Davis County Grants Administrator**

An amendment to a contract with Davis Community Housing Authority for the 2019 Community Development Block Grant was presented. The County had some funds that were returned to HUD and have now been repurposed back into housing. The amendment adds \$30,000 for a down payment assistance program that gives grants to low income persons seeking to buy a home. The amendment does not change the contract dates of 07/01/2019 to 06/30/2020, but it changes the contract amount to \$75,000.

Motion to Approve: 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**

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Property Tax Register

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

Commissioners were asked to consider, under Auditor's Adjustments, six Veteran Tax Abatement Exemptions for the year 2019.

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.

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

Commission Meeting Minutes

## Meeting Minutes

Meeting Minutes for February 4, 2020, were presented for approval.

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

## COMMISSION COMMENTS

Commissioner Elliott

**Commissioner Elliott** said there is always a lot on the Commission’s calendar. He’s currently focused on inviting the County’s 15 City Councils to walk through the Animal Care facility. The County is looking at building a new shelter at some time down the road and Commissioners want community buy-in.

Last week, Commissioner Elliott attended a weed conference in Ogden [the Utah Weed Control Association 2020 Conference], for weed board supervisors from across the State. There were about 200-plus people from the Forest Service, Counties, the State, and public works and other directors. The Utah Department of Agriculture highlighted a project they did with the Davis Conservation District to remove Russian olive trees in west Farmington. The partnership was between Davis County Public Works, Weber Basin and Weed Control agencies. Attendees were amazed that Davis County Commissioners work with weed boards and Conservation Districts and reached out to Commissioner Elliott to see how to get similar cooperation. He told them to invite commissioners to meetings and show them the problems they have. Weber Basin, Davis County, and the Conservation Districts all work together in public works so progress has been made in the County to control nuisance weeds.

Senator Lee was in town last week. Commissioner Elliott said it was a good opportunity to talk with him about Hill Air Force Base funding. The Senator explained why he votes “No” on some bills and how he is working behind the scenes for funding. Senator Lee also did a Town Hall in Davis County.

**Commissioner Kamalu** invited other comments from the dais.

Clerk/Auditor

**Curtis Koch** noted that it was the last day to request a ballot or to register in advance of Super Tuesday. He encouraged everyone who has received a ballot to avoid lines by dropping it in the mail by Friday [Feb. 28] to ensure the postmark is on it and the ballot can be counted. Early voting is available through Friday and the County would love to see more people do that so there is less demand on the polls on Tuesday.

Commissioner Kamalu

**Commissioner Kamalu** noted that the Clerk’s Office has been busy and said it’s a good sign for the election. The Clerks have done all they can to help voters.

Commissioner Kamalu recently attended the annual Skyhawk Shake at Lincoln Elementary, in Layton, an event shared with her by Commissioner Stevenson. Elementary students are being taught, starting in third grade, to look people in the eye, offer their hand and shake with a firm grip, to have conversations — even with adults, and to be able to present themselves with grace and dignity even at that young age. It was pretty impressive. In today’s tech age, it’s important to teach social graces, she said.

The Davis County Chamber of Commerce recently hosted the Athena event to recognize a woman in the community who does a lot in business while contributing to the community, helping other women have opportunities, and furthering selfless interests. The honoree was Sandi Hendry, who started Minky Couture. Commissioner Kamalu said Ms. Hendry has overcome challenges while growing her business, which is still based in Layton. The original people are still with the company and having higher-level careers.

The Farm Bureau had their annual banquet this week. It is one of the Commissioners’ favorite events to support. It’s a great organization that is supportive and watchful over agricultural issues so people can still

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farm. There are a lot of farmers still in Davis County, even though the number is shrinking. She said Commissioners are very proud of, and supportive of, ag interests in the County. The Farm Bureau is a great group of people.

**MEETING  
ADJOURNED**

Commission meeting was adjourned at 4:42 p.m.

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

Minutes approved on:

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Curtis Koch  
Clerk/Auditor

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Lorene Miner Kamalu  
Commission Chair