

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

March 17, 2020

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on March 17, 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 in the room 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 Lorene Kamalu led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

Commissioner Kamalu explained that because of the need for social distancing, to slow the spread of COVID-19, the few people in attendance at Commission Meeting were spread throughout the room.

Adoption of Rules adopted by the Davis County Treasurer for payment of property taxes on real property per UCA 59-2-1319 — Presented by Presented by Commissioner Kamalu

The County Treasurer, elected official Mark Altom, submitted the adoption of rules by the Davis County Treasurer for the payment of property taxes on real property per Utah Code Annotated 59-2-1319. This document is, for the record, going into the County Repository and will be retained for future [Treasurers].

Notice
#2020-105 of
intent to
engage in
contract
negotiations

Notice #2020-105 of intent to engage in contract negotiations with Conventions, Sports & Leisure International (CSL) for the Davis County Conference Center Expansion Feasibility Study and Concept Site Plan — Presented by Commissioner Kamalu

PUBLIC COMMENTS

Members of the public were invited to make comments to the Commission; none were made.

Memorial
Courthouse &
Campus Project
Hazardous
Material
Abatement bids

Memorial Courthouse & Campus Project Hazardous Material Abatement bids — Presented by Clerk/Auditor Curtis Koch

Clerk/Auditor Curtis Koch introduced an item that was not on the agenda. The County has received bids from four vendors for the Memorial Courthouse & Campus Project Hazardous Material Abatement project. He requested that he be allowed to read the names of bidders for the record, explaining that it was for notice purposes and there was no action required. The County received bids from: Thermal West; Rocmont Industrial Corporation; Eagle Environmental, Inc.; and Environmental Abatement, Inc. The bids will be reviewed and a recommendation will be coming to the Commission as the County moves forward on the Memorial Courthouse Project.

Commissioner Elliott made a motion to move into the Board of Canvass. Commissioner Stevenson seconded the motion. All voted Aye.

BOARD OF CANVASS

2020
Presidential
Primary

2020 Presidential Primary Election Canvass — Presented by Brian McKenzie, Davis County Chief Deputy Clerk

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Election
Canvass

Commissioners were given a packet prepared for the Board of Canvass to review the results of the Presidential Primary Election, which was held on March 3, 2020, in Davis County. Chief Deputy Clerk Brian McKenzie shared highlights from the report.

See Attachment A1-A5.

In this election, Davis County had 65,984 ballots cast. Since the last time the County had a presidential primary election, in 2008, the number of voters has increased substantially. In the County, in 2008, there were just under 149,000 active registered voters. Today there are just over 171,000. Not only are more people voting but a higher percentage of the people who live in Davis County are voting. In 2008, just over 31 percent participated compared to just over 38 percent participating in this most recent election.

An informational item about the number of ballots rejected was also included as part of the Canvass report. A total of 834 ballots were rejected; 775 of those were by-mail ballots, and 59 were provisional ballots. One of the top reasons ballots are not counted is that signatures don't match. The reason for the largest number of ballots not counted was because they did not arrive in time. State statute requires a ballot to have a postmark on it the day before the election. If it lacks that postmark, or if it is not turned in through one of the other means – like at a polling location on election day – those ballots will be disqualified. Other reasons for ballot rejection include voters not providing adequate identification or proof of residency.

There is a requirement for the County to conduct a post-election audit. Under the Lt. Governor's policy, the County is required to send them a list of batches, which are unique numbers identifying the different groups of ballots that are processed through the County's acceptance facility. They make a random selection of those ballot batches to equal a percentage of ballots that need to be reviewed. Then the County takes the actual ballots and compares those to the electronic count to make sure the system has counted those ballots accurately. The County is also required to do an audit of the envelopes to make sure the signatures that were accepted should have been accepted. The audit took place on March 6; it was open to the public and to watchers, although no one attended. The report came back that the audit was a full success and a complete match with what should have been counted and tabulated. No issues or discrepancies came up at that point.

For the record, the Chief Deputy Clerk read the vote totals of each candidate as listed in the report.

Commissioners asked if there were any issues or if everything worked well with the machines and counting and were informed that it was a great success. There was some uncertainty, leading up to the election, about how many people would show up at the polling locations. It ended up being a great dry run for the County. Additional equipment and personnel were sent to polling locations. There were no lines reported at any Davis County polling locations. The maximum amount anybody had to wait was approximately three minutes during peak evening times.

In response to a question about the transition to voting by mail or turning in mailed ballots at polling places, Commissioners were told that people are taking advantage of the full benefit of receiving ballots in advance to research issues and candidates and make their choices. Some still like holding onto it until election day, and there are a number of people who drop it off at the polling location, so that's a great success. The County's poll workers did a phenomenal job. Kudos also go to the Clerk's staff, to the Auditor's staff, and the Records staff, for pitching in and making sure that it was a successful election.

A question was asked about the expected increase in the number of voters for the November election. The County always sees a large increase leading up to a presidential election and could see anywhere from another 10,000 to 20,000 active registered voters. Many things have been implemented by the Legislature over the last several years that have increased voter registration numbers, including an easier method for registering to vote at the Driver License [Division] and online voter registration. It's unknown if the numbers are still climbing or going to plateau.

A motion was made to approve and accept the 2020 Presidential Primary Election report.

Motion to Approve: Com. Stevenson

Seconded: Com. Elliott

All voted Aye

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

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Because of the need for social distancing, administrative officers were not in attendance but were asked to be on call if Commissioners had additional questions. Commissioner Kamalu said the Commissioners were prepared to go through all items, presenting on administrative officers' behalf and giving a brief explanation of business and action items.

BUSINESS/ ACTION

Request
#2020-106 for
reappointment
of Gary
Keddington to
the Bountiful
Irrigation
District Board
of Trustees

Request #2020-106 for the reappointment of Gary Keddington to the Bountiful Irrigation District Board of Trustees — Presented by Commissioner Kamalu

The term of the appointment is 04/1/2020 to 04/1/2024. There is no financial component involved in the appointment.

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

Agreement
#2020-107 with
Davis Park Cafe
LLC for food
and beverage
service at Davis
Park Golf
Course

Agreement #2020-107 with Davis Park Cafe LLC for food and beverage service at Davis Park Golf Course — Presented by Commissioner Kamalu on behalf of Brad Stone, Golf Professional, Davis Park Golf Course

The contract period is 04/01/2020 to 12/31/2020. The payable amount is \$7,800.

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

Agreement
#2020-108 with
Utah State
University
Extension for
rental space for
Junior Livestock
practice time

Agreement #2020-108 with Utah State University Extension for rental space for Junior Livestock practice time — Presented by Commissioner Kamalu on behalf of Dave Hansen, Davis County Legacy Events Center Director

An agreement with Utah State University Extension, located in Kaysville, was presented. The agreement is for Junior Livestock practice time. The contract period is 03/18/2020 to 08/18/2020. Fees are an in-kind trade between USU Extension and Davis County as shown in Agreement #2019-026-B.

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

Agreement
#2020-109 with
Utah State
University
Extension for
use of exhibit
buildings for
Utah State
University
Water Fair

Agreement #2020-109 with Utah State University Extension for use of exhibit buildings for Utah State University Water Fair — Presented by Commissioner Kamalu on behalf of Dave Hansen, Davis County Legacy Events Center Director

The contract period is 04/07/2020 to 04/08/2020. Fees are an in-kind trade between USU Extension and Davis County as shown in Agreement #2019-026-B.

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

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Agreement #2020-110 with MBI Business Designs for a proposal for Health Building Office #3122

Agreement #2020-110 with MBI Business Designs for a proposal for Health Building Office #3122 for design fee, delivery and installation — *Presented by Commissioner Kamalu on behalf of Brian Hatch, Davis County Health Director*

The contract period begins 03/10/2020, and there is no ending date. The payable amount is \$9,132.73.

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

Agreement #2020-111 with Archiplex Group, LLC for architectural services for medical observation unit at Correctional Facility

Agreement #2020-111 with Archiplex Group, LLC for architectural services for medical observation unit at Correctional Facility — *Presented by Commissioner Kamalu on behalf of Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

The agreement is for architectural services for the design of a medical observation unit attached to the Davis County Correctional Facility. The contract begins on 03/17/2020, and there is no ending date. Archiplex Group will continue through the completion of the project. The payable amount is \$486,500.

Agreement #2020-112 with Converus, Inc. for deception detection services

Agreement #2020-112 with Converus, Inc. for deception detection services through Eye Detect — *Presented by Commissioner Kamalu on behalf of Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

The contract period is 03/17/2020 to 03/31/2021. The payable amount is \$8,550.

Agreement #2020-113 with Numi Financial for Prepaid Card Receipts for released inmates accounts or balances

Ratification of Agreement #2020-113 with Numi Financial for Prepaid Card Receipts for released inmates for remaining commissary accounts or phone balances — *Presented by Commissioner Kamalu on behalf of Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

The contract begins 03/09/2020 and there is no ending date. There is no amount or financial information with this item.

Agreement #2020-114 with Summit Food Service, LLC for inmate banking and commissary services

Agreement #2020-114 with Summit Food Service, LLC for inmate banking and commissary services — *Presented by Commissioner Kamalu on behalf of Chief Deputy Susan Poulsen, Davis County Sheriff's Office*

An agreement with Summit Food Service, LLC for inmate banking and commissary services. There is no beginning contract date; the ending date is 02/23/2025. Summit pays 44 percent on all commissary net sales and 20 percent on gift bags. The fee structure is outlined for inmate cash or debit deposits, debit phone, messaging, debit cards, bonds, and care packages. The agreement includes payables and receivables with descriptions in the contract.

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

Commissioner Stevenson moved to recess to the Board of Equalization. Commissioner Elliott 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, as follows:

Commissioners were asked to consider three Veteran Tax Exempt Abatements under Auditor's Adjustments.

Motion to Approve: Com. Elliott
Seconded: Com. Stevenson
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

Commission Meeting Minutes

Meeting Minutes

Meeting Minutes for February 25, 2020, and Work Session minutes for February 11, 2020, and February 18, 2020, were presented for approval.

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

COMMISSION COMMENTS

Commissioner Elliott

Commissioner Elliott said because everything is volatile right now, citizens should keep listening to news updates. There will be updates from the County and cities as this coronavirus makes its way through the County and State. There will be more actions taking place. Commissioners are social distancing and holding a lot of meetings online, and it has been working really well. He reminded families to be aware and keep social distancing. It is a serious matter and something that he and Commissioner Stevenson agree they have never seen in their lifetimes. This goes back to the days of [1918,] 1919 and 1920, when the Spanish flu came through. A lot has been learned from those times to know we can at least try to ease the spread by recommending to families that they keep the social distancing going. We have a lot of modern and great technology, he said, but this bug will spread and we want to ease the burden on the County and the health care system by distancing ourselves from others. Commissioner Elliott asked those who can to continue supporting local businesses via takeout. These businesses are month-to-month, and having no cash flow will destroy some of them. Support the business community as you can, through takeout or online, to keep the economy rolling.

Commissioner Stevenson

Commissioner Stevenson said a segment was done on the County Seat television show this morning about the receiving center. He believed it would air Sunday morning at 8:30 a.m.

Commissioner Kamalu invited other comments.

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Clerk/Auditor

Curtis Koch said that a notice was put out, earlier in the day, limiting services within the Clerk/Auditor's Office. Passports and marriage licenses are available but those interested need to schedule an appointment. Within the first couple of hours of the announcement, there were 14 appointments scheduled. He expressed appreciation to the public for their efforts to social distance and said his office looks forward to coming up with new solutions as new opportunities present themselves.

Commissioner
Kamalu

Commissioner Kamalu noted that last Friday, when school ended, schools started a soft closure. She has seen Davis County Schools gearing up with their communication to encourage all students and their families, even though they may not be physically located in classrooms, to practice social distancing – and that includes with friends and in public places. She expressed support for the Davis School District. We're grateful for their work, she said, adding that it's a lot of work for the school system to figure out. She echoed Commissioner Elliott's request that people support local businesses to help them get through this time.

There is a lot of communication to citizens on the Davis County website. County departments have been moving as quickly as they can to respond to daily updates and changes of status coming from the Governor and our Health Department. The County has a number of departments who use social media to reach out to citizens. Commissioner Kamalu encouraged everyone to look at the Davis County website, and other department websites that are linked there, and to watch social media for information about services and guidance on how to set up appointments.

Commissioner Kamalu thanked the director of Davis County Health, Brian Hatch. He has a fantastic team. They have always had plans in place for things like this. One of the main purposes of public health departments is to help the community navigate things that impact our health. They have been guiding the County in implementing plans. Yesterday, all three Commissioners were in place at the JIC (Joint Information Center). The purpose of the Joint Information Center at the Health Department was to be able to communicate with all of the cities and people who would like to get guidance. It was done online and was very successful.

Commissioner Elliott said several city council members have reached out to him to ask questions. He suggested that group be added to those briefings.

Commissioner Kamalu agreed and said they are already planning the next one. They want to give regular communication and guidance to all of the cities and to have the opportunity for cities to get their questions answered. She thanked Ivy Melton Sales, who is leading that effort at the County Health Department, and Davis County Emergency Manager Chad Monroe. She noted that the Sheriff has also been in all of these meetings as well as all of the County's administrative officers. It is definitely a team effort. Everyone is doing all they can and there are a lot of resources for citizens and County staff to stay up to date. She offered a big thanks to everyone.

MEETING
ADJOURNED

Commission meeting was adjourned at 4:32 p.m.

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

A1-A5. Board of Canvass Report

Minutes prepared by:

Becky R. Wright

Deputy Clerk/Auditor

Minutes approved on: 04/14/2020

/s/ Curtis Koch

Curtis Koch

Clerk/Auditor

/s/ Lorene Miner Kamalu

Lorene Miner Kamalu

Commission Chair