

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## WORK SESSION MINUTES

August 17, 2021

The Board of Davis County Commissioners met for a Work Session at 8:30 a.m. on August 17, 2021, in room 306 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Notice of this meeting was given under the requirements of UCA § 52-4-202.

**ATTENDEES** Davis County Commissioners in attendance: Bob J Stevenson, Chair; and Randy B. Elliott, Vice-Chair. Lorene Miner Kamalu joined the meeting at 8:31 a.m.

Davis County Staff in attendance: Richard Maughan, Recorder; Mark Langston, IS Director; Chris Bone, HR Director; Curtis Koch, Clerk/Auditor; Shairise Bills, Deputy Clerk/Auditor; Neal Geddes, Chief Civil Deputy Attorney; Mike Kendall, Sr. Civil Counsel; and Kent Andersen, Community and Economic Development (CED) Director. Robert Tripp, Civil Division Deputy Attorney, joined by Google Meet.

There were no members of the public in attendance.

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- AGENDA AS POSTED**
- 8:30 a.m. IS Director Mark Langston, presenting: Request to transfer \$42,500 from fund balance to purchase diagnostic software (Prognosis) for our phone network systems in Fund 62.**
  - 8:45 a.m. Deputy Attorney Civil Division Robert Tripp, presenting: Discussion regarding annexation petition requirements to send notice to affected parties prior to filing a petition.**
  - 9:05 a.m. Chief Deputy Andrew Oblad, presenting: Discussion regarding DCSDO request to increase vehicle budget by two vehicles.**
  - 9:20 a.m. Closed Session: Motion to adjourn to closed session for reasons permitted under UCA§ 52-4-205(1)(d): strategy sessions to discuss the purchase, exchange, or lease or property.**

**DISCLAIMER** The meeting was an open dialogue. Critical points in the discussion have only been briefly summarized. The reader may refer to the audio recording and the publicly distributed materials for further clarification of the content. Timestamps have been noted in the minutes to aid in locating points of discussion in the audio record. The audio recording for this meeting is available based upon the County's current retention schedule.

All documents from this meeting are on file in the Davis County (DC) Clerk/Auditor's office.

The meeting commenced at 8:30 a.m.

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**WORK SESSION DISCUSSION** **Request to transfer \$42,500 from fund balance to purchase diagnostic software (Prognosis) for our phone network systems in Fund 62— Presented by Mark Langston, IS Director (Minute 0:47)**

Mark Langston said the County has been having phone issues for a while now. Vendors used to come and service the phone equipment but don't any longer. The IS department does not have the technical support staff to service the phones. The phone systems have gone mainly to Network, [Internet Protocol] (IP), and [Session Initiation Protocol] (SIP), and the latest system configuration has caused static in the phone lines that have not ceased. The cost to have a network support tech come out to troubleshoot is \$8,000-\$15,000 per visit because they are so hard to find. These connectivity issues affect the administrative building and the 911 call center, so it is a significant concern and should be resolved as soon as possible.

Prognosis is the software tool that IS would like to purchase for the ability to look inside the network to see how the transport of every signal to isolate the issues. This will help forgo the service calls. Mark asked to transfer \$42,000 from the fund balance to the phone account to make this purchase. Curtis Koch said that the County holds a fund balance for emergencies such as this, and he considered it an emergency, as did the Commission.

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## **Discussion Regarding annexation petition requirements to send notice to affected parties prior to filing a petition— Presented by Robert Tripp, Civil Division Deputy Attorney (Minute 5:34)**

Robert Tripp led the discussion regarding the annexation petition requirements. The UCA §10-2-403 was amended in this last legislative session to include provisions related to municipal boundaries. The County is now required to send a notice of annexation to affected parties, and Robert asked who in the County will be responsible for carrying out this requirement. Mike said this is the first time the County bears the responsibility of mailing these notices. The verbiage on the notices is taken directly from the statute, so it is pretty straightforward. There is no cost to the County since the petitioner covers the cost of mailing. The only burden to the County is staff time to put them together and ensure they are going to the proper place.

Neal suggested having those notices of intent to file come through the Clerk's office and then forward them to CED to make them aware of the annexation activity, and then from there, the notices would be mailed out. Kent said it would make sense for CED to handle these. He said it would add to staff burden but not be over burdensome as long as they have the addresses necessary to send them out. Kent said the County should put clear procedures in place along with some guiding fee schedules.

*See Attachments A1-A3.*

## **Discussion reagrding DCSO request to increase vehicle budget by two vehicles — Presented by Chief Deputy Andrew Oblad (Minute 14:00)**

Chief Oblad explained the Sheriff's office doesn't have any motorcycle-trained deputies. The department received two new motorcycles last year, but more deputies need to be trained. The problem is to go to motor school, they have to have a training bike to ride, and they don't want them training on the new bikes because they tend to be hard on them. Chief Oblad said the two bikes they would like to purchase would be used for motor school training. These bikes are coming from Salt Lake City, and they are charging the County \$9,000 for each of them, and if the County decides against purchasing them, they will surplus them. The Commissioners were in favor of this purchase. The Sheriff's office will prepare and submit a budget change request.

**Closed Session—** *For reasons permitted under Utah Code Annotated (UCA)§52-4-205(1)(d) for strategy sessions to discuss the purchase, exchange, or lease of property.* Commissioner Kamalu moved to go into closed session, Commissioner Elliott seconded the motion, and all voted aye.

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**ADJOURNMENT** The meeting reconvened with no action taken, and adjourned at 9:34 a.m.

**MATERIALS PRESENTED** All publicly distributed materials associated with this meeting are noted as the following attachments:

A1-A3 UCA 10-2-403 Annexation Petition Requirements

Minutes prepared by:  
Shairise Bills  
Deputy Clerk/Auditor

Minutes approved on: 9/7/2021

/s/ Curtis Koch  
Curtis Koch  
Davis County Clerk/Auditor

/s/ Bob J Stevenson  
Bob J Stevenson  
Commission Chair