

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES May 3, 2022

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on May 3, 2022,* 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 Randy B. Elliott, Chair; Commissioner Lorene Miner Kamalu, Vice-Chair; Commissioner Bob J Stevenson; Curtis Koch, Davis County Clerk/Auditor; and Mike Kendall, Deputy Civil 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 10 a.m. and John Olsen, from the Sheriff's Office, led the Pledge of Allegiance.

Recognitions, Presentations & Informational Items

A. May 2022* Davis County Employee Service Awards — Presented by Commissioner Lorene Kamalu

Commissioner Kamalu presented the May 2022 Davis County Employee Service Awards recognizing milestone anniversaries of service.

May 2022 Davis County Employee Service Awards

Davis Park Golf Course

- **Kelly Bishop, 5 years.**
- **Michael Jones, 5 years.**

Commissioner Kamalu noted that neither golf course employee was able to attend the meeting because the golf season is starting, and she expressed gratitude for their work.

Human Resources

- **Marina Brito, 5 years.** Chris Bone, Director of Human Resources, said Marina has shown flexibility and professionalism as she's taken on new challenges. Big challenges have come working within the H.R. I.S. system, and Marina figured out how to run personnel-related budget projections and helped to implement last year's tiered pay raises – which was very complicated. Her ability to network with compensation professionals in other counties and other municipalities to find answers to questions is also appreciated. Chris Bone said he loves working with Marina every day, because she makes it fun, and he looks forward to many more years working together.

Assessor's Office

- **Diana Martinez, 15 years.** Diana was not in attendance but was given a round of applause.

Health Senior Services

- **Debbie Draper, 15 years.** Rachelle Blackham, Senior Services Director, said Debbie is extremely supportive, very knowledgeable, and it's clear she's very passionate about serving the seniors in Davis County. Debbie was hired 15 years ago to be the Senior Center Bureau Manager, and she's made a lot of impactful contributions. In 2012, Davis County was one of five in the nation to receive the Retired and Senior Volunteer grant; Debbie wrote the grant and helped to establish the Retired Senior Volunteer Program (RSVP). She also helped establish the Davis County Coalition for Abuse Prevention of the Elderly (CAPE) program to address fraud and abuse. When COVID-19 hit, she drove Meals on Wheels cars and worked with her team to address needs as the senior centers closed down. She even helped serve lunch at the mass vaccination clinic. She has broken up fights, stopped Bingo arguments, and had very sensitive personal hygiene conversations with individuals at the senior center, all of which is appreciated. Blackham quoted Debbie as saying, "I absolutely love my job. I have an incredible team. It is a pleasure to serve the older population and fight for their needs, even when ducking punches."

* The year of the meeting date, and of the Employee Service Awards, was erroneously announced in the meeting as 2020 but is corrected in the minutes to 2022.

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Sheriff's Office

- **John Olsen, 5 years.** Lt. Cox, with the Sheriff's Office, explained that John has actually worked for Davis County for 27 years. He served in law enforcement for 22 of those 27 years, retired, and then came back to the County as a civilian employee. He does just about everything at the Sheriff's Office, from taking care of the fleet to making sure the radios are up and working. His favorite thing is checking on radios and driving out to check the towers. The Sheriff's Office is thankful he came back.
- **Jonathan Atkin, 5 years.** Jonathan Atkin was not able to attend the Commission Meeting because he's on military leave. Sgt. John Peirce accepted the recognition award on Jonathan's behalf.
- **Mike Valencia, 5 years.** Lt. Valencia was recognized for serving five years honorably in law enforcement. Chief Deputy Susan Poulsen said he's really served 28 years. He retired as a law enforcement officer with the Clearfield Police Department, where he wore many hats in leadership, and then came to Davis County as an investigator. His skills as an internal investigator quickly filled a gap. He is the most honorable and confidential — he does not let the cat out of the bag with any of our employees when they're being investigated for any reason, because they do have that right to privacy and they're not guilty until they're proven guilty. The Sheriff's Office is very grateful for his service; he's been a wonderful addition.
- **Allyson Thornley, 5 years.** Allyson is a Jail Operations Specialist. She lets the inmates in and out of their cells and watches the Deputies to keep them safe. Commissioners thanked Allyson Thornley for her five years of service to the County, and she was honored with applause from the audience.
- **Laurel Stubbs, 10 years.** Susan Williams, Office Manager for the Sheriff's Office, said Laurie has a long history of serving the community. She began her career with South Ogden Fire Department, Ace, and Mountain West Ambulance as a Firefighter/EMT. After five years she moved to Ogden City Police Department, where she stayed for seven years. Laurie then worked at 911 Weber Dispatch for 20 years before coming to the Davis County Sheriff's Office. Laurie spent the first part of her 10 years with the Sheriff's Office as a Clerk Jail Operations Specialist, and for the last six years she's worked with the Administrative Office as an Office Specialist. She's the GRAMA/Records Specialist, as well as doing all of the inmate accounting. Williams said Stubbs is caring and is a pleasure to work with.
- **Kristi Kerbs, 15 years.** Kristi currently serves with the Jail Administrative staff, where she leads a team with enthusiasm and lightheartedness. Susan Williams said Kristi understands that people she serves are often experiencing really difficult times, so she keeps things light and treats people with respect and kindness. Before joining the administrative staff, Kristi worked in the jail for nine years as a Clerk. A natural leader, Kristi did training for all new jail staff, taught the Jail Operations Specialists and Deputies in their daily duties, and made sure they were welcomed with open arms. Kristi is loved by everyone. She's compassionate, caring, hard-working and fun.
- **Tracey Zamora, 15 years.** Susan Williams said that prior to her 15 years with the Davis County Sheriff's Office, Tracey spent eight years with FedEx as a driver and nine years with the Army working with military records. Tracey is married to a retired Army veteran and is a mother and grandmother. Tracey has worn several hats in her time with the Sheriff's Office. She came in as a Jail Clerk and moved quickly to Jail Records, where she worked as a Clerk collecting and processing court orders for appropriate service for inmates. For the last four years, Tracey has been with the Administrative Office as an Office Specialist working in a multitude of capacities. She is a joy to be around and is spectacular.

Clerk/Auditor's Office

- **Blake Woodall, 5 years.** Clerk/Auditor Curtis Koch said Blake takes care of the County's internal audit function as our Internal Auditor. This job is extremely challenging at times, because internal audit means that you're in the organization today, tomorrow, next week, and next month helping departments improve, and doing it in a way that's collaborative is really critical. He's done a great job at that over the last five years, implementing a variety of items to help departments improve, and to help employees improve, and to protect employees. His efforts are really appreciated.
- **Dawna Anderson, 25 years.** Clerk/Auditor Curtis Koch said he's known Dawna for 20 of her 25 years of service, and she is incredible. Her joy and happiness spreads, and that's shown when she interacts with the public. In the Clerk's Office, where she interacts with the public, she treats them with respect and courtesy and makes them feel welcome in a government office. She also does a lot of work with voter registration, which is critical. When you think of election security and integrity, it starts with voter registration, and Dawna's 25 years of experience is critical to our office.

Information Systems

- **Mauro Lasao, 25 years.** Mike Pace, Deputy Director in Information Systems, said Mauro's been with the County since Windows 95 was cool. Twenty-five years in the tech world is like a million years, so it's a great honor. He's been a great team leader, and in that role for almost the whole time. His work is appreciated, and he's got some cool hobbies outside of work. He golfs, he's a fisherman, plays guitar, and he's the best whiteboard artist.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Inspection and Maintenance Program

The register for the County's Inspection and Maintenance Testing RFP (Request for Proposal) for vehicle emissions was presented. The three applicants on the register are: Applus Technologies INC; Opus Inspections; and Worldwide Environmental Products Inc. The RFPS will be provided to the selection committee, which will come back with a recommendation for the Commission.

Tabled RFP Register for Davis Park Driving Range Construction

C. RFP Register for the Davis Park Golf Course Driving Range Facility Construction, General Contractor Services — Presented by Clerk/Auditor Curtis Koch

This item was tabled.

PUBLIC COMMENTS

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

BUSINESS/ ACTION

Animal Care

Application #2022-201 for UServe Utah Community Engagement Grant

1. Approval of Application #2022-201 for the UServe Utah Community Engagement Grant promoting community involvement through proposed initiatives and projects — Presented by Animal Care Director Ashleigh Young

Animal Care of Davis County is looking to apply for a \$10,000 matching grant to support its foster care program. The contract period is 05/01/2022 to 07/01/2023. The receivable amount is \$10,000.

Motion to Approve: Com. Stevenson

Seconded: Com. Kamalu

Com. Elliott: Aye

Com. Kamalu: Aye

Com. Stevenson: Aye

Community & Econ. Develop.

Certification (U.S. Dept. of HUD) #2020-151-B by state or local officials of PHA Plans

2. Approval of Certification (U.S. Department of HUD) #2020-151-B by state or local officials of PHA Plans consistent with the Consolidated Plan or State Consolidated Plan (FY 2022) by the Davis Community Housing Authority (DCHA) — Presented by Community and Economic Development Director Kent Andersen on behalf of Division Director Chanel Flores

CED Director Kent Andersen presented on behalf of Chanel Flores and noted that Flores was at the JEC conference. Andersen explained that this item is essentially stating that their PHA (Public Housing Authority) plans include affordable housing which is consistent with the County's Consolidated Plan for the Community Development Block Grant. Terms: Beginning 10/01/2022 to 09/30/2023.

Agreement #2022-202 with USU, Botanical Center for the 2022 Davis Heritage Festival Sponsorship

3. Approval of Agreement #2022-202 with the Utah State University, Botanical Center for the 2022 Davis Heritage Festival Sponsorship — Presented by Community and Economic Development Director Kent Andersen

Davis County is the presenting sponsor. This event is going to tie into Baby Animal Days and also include art, quilting, food, gardening, horse and mini train rides, kids' crafts, local entertainment, etc., so it should be a good time for all. In response to a question, Andersen said sheep, goats and chicks are likely to be among the baby animals at the event. The contract period is 05/03/2022 to 06/30/2022. The payable amount is \$40,000.

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Amendment #2020-271-A to Contract with the State of Utah for the Utah Outdoor Recreation (GOED) Grant, Bonneville Shoreline Trail Davis County South Project

4. Approval of Amendment #2020-271-A to the Contract with the State of Utah for the Utah Outdoor Recreation (GOED) Grant, Bonneville Shoreline Trail Davis County South Project, extending the contract (2020-271) through November 18, 2022 — Presented by Community and Economic Development Director Kent Andersen

Approval was requested for an amendment to the contract with the State of Utah for the Utah Outdoor Recreation Grant, through the Governor's Office of Economic Development (GOED), for the Bonneville Shoreline Trail Davis South Project. The amendment extends the original contract ending date and is going to complete the project on the south end of the trail project, essentially a 15-mile stretch from Mueller Park to North Salt Lake, which is about halfway done. Anderson noted that the correct contract beginning date is 05/19/2020 and the contract is extended to 11/18/2022. The receivable amount is \$150,000.

Approval of Interlocal Cooperation Agreement #2022-203 with Kaysville City for property exchange

5. Approval of Interlocal Cooperation Agreement #2022-203 (property exchange) with Kaysville City to exchange their interest in Tax ID 11-117-0030 for a portion of Tax ID 08-024-0041 owned by Davis County — Presented by Community and Economic Development Director Kent Andersen

Kaysville City owns one-third interest, and Davis County owns two-third interest, of a parcel of real property known as Animal Control or Animal Care. Kaysville City passed and adopted a resolution to trade their one-third interest [in the Animal Care property] for a portion of real property the County owns, just south of the Sunset Equestrian Center, for the extension of Angel Street. This exchange has been in the works for quite some time. The contract period begins 05/03/2022.

Ordinance #3-2022 establishing Temporary Land Use Regulations pertaining to all agriculture protection areas in unincorporated Davis County, enacting a moratorium

6. Approval of Ordinance #3-2022 establishing Temporary Land Use Regulations pertaining to all agriculture protection areas in unincorporated Davis County, enacting a moratorium — Presented by Community and Economic Development Director Kent Andersen

Approval of an ordinance establishing a Temporary Land Use Regulation pertaining to all agricultural protection areas in unincorporated Davis County was requested. Kent Andersen explained that there are a lot of major studies ongoing, including a Great Salt Lake Flood Study and a septic study. He read the following portion of the ordinance:

Findings.

1. The Davis County Legislative Body finds that there are compelling, countervailing public interests for enacting the Title 15, Temporary Land Use Regulation Ordinance of Davis County, including, but not limited to, the need for health, safety, and welfare purposes, to:
 - a. Consider whether septic tanks may continue to be permitted within the unincorporated area of Davis County, and, if so, to what extent. A current study is underway and scheduled to be complete by March 31, 2023;
 - b. Consider agriculture protection areas and matters related to agriculture protection areas, including, but not limited to, property removed from agriculture protection areas;
 - c. Promote appropriate land use and development within Davis County;
 - d. Consider sensitive lands such as wetlands, floodplains, ground water levels, and how these sensitive areas relate to future development pressures;
 - e. Evaluate the significant and continued interest in development in the unincorporated areas of Davis County; and
 - f. Provide adequate and necessary time to accomplish the foregoing, among other related matters.
2. The Davis County Legislative Body further finds that, in its opinion, this temporary ordinance is necessary for the immediate preservation of the peace, health, or safety of Davis County and Davis County's inhabitants.

The ordinance is effective 05/05/2022 and remains in effect through 11/03/2022.

Motion to Approve Items 2-6: Com. Kamalu
Seconded: Com. Stevenson
Com. Elliott: Aye
Com. Kamalu: Aye
Com. Stevenson: Aye

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Facilities

Contract #2022-204 with Robert I Merrill Company for the Valley View Golf Course women's restroom remodel

7. Approval of Standard Service Provider Contract #2022-204 with Robert I Merrill Company for the Valley View Golf Course women's restroom remodel — Presented by Facilities Director Lane Rose

The contract with Robert I Merrill Company is for bathroom partitions for the Valley View women's restroom remodel project. This contract will add the partitions and ADA (Americans with Disabilities Act) grab bars. The contract period is 05/03/2022 to 07/31/2022. The payable amount is \$5,816.

Agreement #2022-205 with Precision Concrete Cutting, Inc. to provide concrete cutting services to remove trip/fall hazards at Library properties.

8. Approval of Agreement #2022-205 with Precision Concrete Cutting, Inc. to provide concrete cutting services to remove trip/fall hazards at six (6) Davis County Library properties — Presented by Facilities Director Lane Rose

The contract with Precision Concrete Cutting, Inc. is for grinding and cutting services to remove all of the trip hazards on sidewalks around County Library facilities. The contract period is 05/03/2022 to 08/31/2022. The payable amount is \$14,618.

Motion to Approve Items 7-8: Com. Kamalu
Seconded: Com. Stevenson
Com. Elliott: Aye
Com. Kamalu: Aye
Com. Stevenson: Aye

Library

Summary List #2022-206 of various low-dollar contracts for the Davis County Library

9. Approval of Summary List #2022-206 of various low-dollar contracts for the Davis County Library Program — Presented by Library Director Josh Johnson

Most of the low-dollar contracts in this summary list are for the Davis County Library's Summer Reading programs. The Library will offer live programs this year, which it hasn't done for a couple of years. There are also various community programs with USU Extension, including water conservation and gardening classes. The contract period is 03/28/2022 to 10/25/2022. The payable amount is \$4,335.

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

Sheriff's Office

Release of Liability, Waiver of Rights, and Participant Agreement #2022-207 (Participant 1) for the SCRAM program

10. Approval of Release of Liability, Waiver of Rights, and Participant Agreement #2022-207 (Participant 1) for the Secure Continuous Remote Alcohol Monitoring (SCRAM) program — Presented by Sheriff's Office Chief Deputy Susan Poulsen on behalf of Chief Deputy Arnold Butcher

Item 10 is a Participant Agreement for the Secure Continuous Remote Alcohol Monitoring (SCRAM) program. The participant is in a treatment program, so the information is protected. The receivable amount is varied based on treatment needs and monitoring fees. There are no beginning or ending dates listed for the agreement.

Training Reimbursement Agreement #2022-208 with Alexis E Islas

11. Approval of Training Reimbursement Agreement #2022-208 with Alexis E Islas for Special Functions Training (SFO) and Basic Corrections Training (BCO) certification — Presented by Sheriff's Office Chief Deputy Susan Poulsen on behalf of Chief Deputy Arnold Butcher

Item 11 is a Training Reimbursement Agreement with Alexis E Islas for Special Functions Training and Basic Corrections Training. The agreement becomes effective on the date this candidate is sworn in as a Deputy and ends two years from that date. The payable amount is \$13,788 is not receivable unless she defaults on her contract.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Contract #2022-209 with Motorola Solutions for onsite repairs for equipment in the Dispatch Center

12. Approval of Standard Service Provider Contract #2022-209 with Motorola Solutions to provide onsite repairs for equipment in the Dispatch Center — Presented by Sheriff's Office Chief Deputy Susan Poulsen

The Service Provider Contract with Motorola Solutions is for on-site repairs for equipment in the Dispatch Center. The contract period is 05/03/2022 to 12/31/2022. The payable amount is \$8,781.

The following two items were presented in the opposite order of their placement on the agenda so that the grant application would be approved prior to the presentation of the grant award.

Grant Application #2022-210 with the Office for Victims of Crime (VOCA) for a Victim Advocate

14. Grant Application #2022-210 with the Office for Victims of Crime (VOCA) for a Victim Advocate (two-year term) to assist victims of crime — Presented by Sheriff's Office Chief Deputy Susan Poulsen

Approval was requested for a Victims of Crime Act (VOCA) Grant Application for a Victim Advocate to assist crime victims. The grant has a two-year term. The contract period is 07/01/2021 to 06/30/2023. The receivable amount is \$65,738 (Year 1) and \$61,162 (Year 2). There is a matching component for this grant.

Grant Award #2022-210-A from Utah Office for Victims of Crime (VOCA) for assistance for victims of crime

13. Grant Award #2022-210-A from Utah Office for Victims of Crime (VOCA) for assistance for victims of crime — Presented by Sheriff's Office Chief Deputy Susan Poulsen

The award for the VOCA grant, for assistance for victims of crime, was presented to approval. The contract period is 07/21/2021 to 06/30/2023. The receivable amount is \$126,900 (in-kind match Year 1 and Year 2).

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

CONSENT ITEMS

Indigent Hardship Abatement Register

Indigent Hardship Register

The Indigent Abatement Register for May 3, 2022, with just one applicant, was presented.

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

Commission Meeting Minute

Meeting Minutes

The Regular Commission Meeting Minutes for April 5, 2022, were presented for approval.

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

COMMISSIONERS' MINUTES – DAVIS COUNTY

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

BOARD OF EQUALIZATION

Property Tax
Register

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

Auditor's Adjustments

Tax-Exempt Requests

- It was noted that the report listing one request was in error; there was not a Tax-Exempt Request

Abatements

- An Abatement Report with three abatements requested and all are recommended for denial (the reason for denial is attached to the report)

Corrections

- Ten Veteran Exemption Tax Abatements for the Year 2021

Motion to Approve: Com. Stevenson

Seconded: Com. Kamalu

Com. Elliott: Aye

Com. Kamalu: Aye

Com. Stevenson: Aye

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

COMMISSION COMMENTS

Commissioner Elliott invited other comments from the dais.

County
Attorney

Deputy Civil Attorney Mike Kendall congratulated the Commissioners for placing such an emphasis on acknowledging the employees of the County. There are many hard-working employees within the County, and he said he thinks that it makes a difference for them to be acknowledged and recognized for their hard work and value that they're striving to bring to the County.

Commissioner
Kamalu

Commissioner Kamalu commented that Commissioners have attended a number of conferences and that they represent Davis County to the State and to the Nation, as well as to the Landfill and in the Davis County Chamber. It's a privilege to go and represent this great County, and to contribute, but it's also a privilege to learn from some of the experts that come and teach and train there. Those have been good opportunities for Commissioners.

Commissioner Kamalu also spoke to Mike Kendall's comment. There's a joy and a camaraderie and an appreciation that fills the room when Employee Service Awards are presented, and it's real and tangible. We get to know more about the people who've been serving for so many years, and the very important work that's done by every single individual. It is a pleasure for Commissioners to join up with Human Resources for new employee orientations. They tell new employees that most of the time people don't even know what a County Commission is, but their view of Davis County is truly from the interactions and the service they receive from our individual employees. It is a big deal, people are coming in and doing this work, and it is a joy to get to know these individuals and to thank them. Commissioner Kamalu said it is a privilege to be able to make Employee Service Presentations, and thanked the Commission staff for their work behind the scenes to bring it together in an organized and nice way. Shauna Brady and Cynda Melville, the two-member Commission staff, do a lot of work for all of Davis County and represent the Commission.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Commissioner
Elliott

Commissioner Elliott thanked Mike Kendall for his kind words. Commissioners do recognize County employees, and the great job they do in the County and behind the scenes. Davis is recognized as one of the best run counties in the State, and it's all because of the staff and the work they do. He said Commissioners are very thankful because the employees reflect, to the top, that we're doing something right. It's really the staff that's doing something right, he said, again offering his thanks to employees for helping to move this County in a forward direction.

Commissioner Elliott also spoke about the water situation. The weather has turned a little colder, and that's good because we need to keep the rain and snow coming as we're still in dire straits. But every little bit helps, and it keeps prolonging our season a little bit better and better.

It was noted there is water at the Legacy Event Center, and Commissioner Elliott said we need that groundwater and to keep the aquifers full that we drain from — we'll be tapping those to keep water flowing.

MEETING
ADJOURNED

Commission meeting was adjourned at 10:46 a.m.

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

Minutes approved on: 6/7/2022

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor

/s/ Randy B. Elliott
Randy B. Elliott
Commission Chair