

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES July 26, 2022

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on July 26, 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; Chief Deputy Clerk/Auditor Brian McKenzie; and Deputy Civil Attorney Mike Kendall.

Excused: Commissioner Bob J Stevenson; Clerk/Auditor Curtis Koch; and Chief Civil Deputy County Attorney Neal Geddes

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

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The meeting convened at 10:00 a.m., and Deputy Civil Attorney Mike Kendall led the Pledge of Allegiance.

Commissioner Elliott excused Commissioner Stevenson. Also excused were Clerk/Auditor Curtis Koch, who was working on SLFRF (State and Local Fiscal Recovery Funds), and Chief Civil Deputy County Attorney Neal Geddes. Chief Deputy Clerk/Auditor Brian McKenzie attended the meeting in place of Curtis Koch, and Mike Kendall attended in place of Neal Geddes.

### PUBLIC COMMENTS

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

### BUSINESS/ ACTION

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#### CED

#2022-407  
Summary List of  
16 RV  
Agreements

**1. Summary List of 16 RV Agreements** — *Presented by Davis County Tourism Director Jessica Merrill on behalf of Community & Economic Development Director Kent Andersen*

A summary list was presented for 16 RV space rental agreements at the Legacy Events Center. The contract dates range from 6/9/2022 to 6/28/2022. The receivable amount is \$3,428.27.

#2022-408  
Davis County  
Standard  
Sponsorship  
Agreement with  
Lagoon for  
2022 marketing  
and advertising

**2. Davis County Standard Sponsorship Agreement with Lagoon for 2022 marketing and advertising** — *Presented by Davis County Tourism Director Jessica Merrill on behalf of Community & Economic Development Director Kent Andersen*

In response to a question about the sponsorship, Commissioners were informed that this is the first time the County has officially contracted with Lagoon. Because the amusement park attracts many visitors, the County has links on Lagoon's website encouraging people to look into more things to do when they're coming into Davis County. There is also a hotel booking link allowing the County to track bookings, if visitors decide to go through Lagoon's website. Lagoon is going to do a study of its economic impact in the County and will be sharing that data through the sponsorship. The contract period is 7/26/2022 to 12/31/2022. The payable amount is \$20,000.

#2022-409  
Revenue  
Agreement with  
the Dept. of  
Workforce  
Services for the  
ERA II program

**3. Revenue Agreement with the Department of Workforce Services for the Emergency Rental Assistance (ERA) II program** — *Presented by Chanel Flores, Economic Development Director on behalf of Community & Economic Development Director Kent Andersen*

The agreement period is 01/01/2022 to 12/31/2022. The payable amount is \$3,403,366.80.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Commissioner Kamalu moved to approve Items 1-3. Commissioner Elliott seconded. All present voted aye.

## Facilities

#2022-295-A  
Notice to  
Proceed with  
Jardine Malaska  
Construction  
Services LLC for  
construction  
service on the  
Davis Park  
Driving Range  
Facility

### **4. Notice to Proceed with Jardine Malaska Construction Services LLC for construction service on the Davis Park Driving Range Facility — Presented by Facilities Director Lane Rose**

The proposal from Jardine Malaska Construction Services LLC for Davis Park Golf Course's new driving range facility has already been accepted by the County, so there'll be a contract coming. The Notice to Proceed allows for contract prices to be locked in now because costs continue to go up. It was clarified that this is not pass-through funding, as had been erroneously indicated on the document summary and agenda. The Notice to Proceed begins 7/26/2022.

#2022-314-A  
Agreement with  
the State of  
Utah Div. of Air  
Quality for 50%  
funding grant  
for EV charging  
units

### **5. Agreement with the State of Utah Division of Air Quality for the 50% funding grant for the purchase of EV charging units — Presented by Facilities Director Lane Rose**

Commissioners were reminded that they had approved the grant application in a previous meeting. It has now been approved by the State of Utah Division of Air Quality, so the application is being resigned and sent back to the State. The agreement period is 07/26/2022 to 12/31/2022. The receivable amount is \$48,719.

#2021-80-B  
Amendment to  
Caliber Cleaning  
Services LLC  
contract to  
include service  
for Memorial  
Courthouse

### **6. Amendment to the Caliber Cleaning Services LLC contract to include service for the Memorial Courthouse — Presented by Facilities Director Lane Rose**

It was noted that the correct name of the contracting entity is Caliber Cleaning Services LLC. The name had been incorrectly listed on some documents [including the agenda]. The contract period is 7/26/2022 to 5/1/2026. The payable amount is \$19,188 annually.

Commissioner Kamalu moved to approve Items 4-6. Commissioner Elliott seconded. All present voted aye.

## Health

#2018-544-F  
Amendment to  
the Arthritis  
Contract with  
Utah Dept. of  
Health and  
Human Services

### **7. Amendment to the Arthritis Contract with the Utah Department of Health and Human Services increasing funding — Presented by Health Director Brian Hatch**

The agreement period is 07/01/2022 to 06/30/2023. The receivable amount is \$10,000.

#2022-410  
Contract with  
the Utah Dept.  
of Health and  
Human Services  
to provide ARPA  
funds to expand  
the public  
health  
workforce in  
Area Agencies  
on Aging

### **8. Contract with the Utah Department of Health and Human Services to provide ARPA funds to expand the public health workforce in Area Agencies on Aging — Presented by Health Director Brian Hatch**

The contract provides additional ARPA (American Rescue Plan Act) funds to expand services in the area agency, Davis County's Senior Service program. Most funds will go to continuing to get people back to normal; a lot of it goes into services such as nutrition and Meals on Wheels. The agreement period is 07/01/2022 to 06/30/2024. The receivable amount is \$233,317.

Commissioner Kamalu commented that Senior Services saves a lot of money for communities and families by allowing people to age in place at home, so it's a good investment.

Commissioner Kamalu moved to approve Items 7-8. Commissioner Elliott seconded. All present voted aye.

## HR

#4-2022  
Revisions to the  
Merit System  
Ordinance

### **9. Revisions to the Merit System Ordinance: — Presented by Human Resources Deputy Director John Robinson**

- Chapter 1. Organization for Merit System
- Chapter 21. Grievances
- Chapter 22. Appeals to The Career Service Council

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Approval was requested for revisions to Davis County's Merit System Ordinance. Three chapters were revised: Chapter 1, Organization for Merit System; Chapter 21, Grievances; and Chapter 22, Appeals to the Career Service Council. The revisions include some increased efficiencies and some clarity around the grievance processes for employees. The revisions were brought before the Administrative Officers, the Civil Attorney's Office, and the Davis County Employee Association President. The revisions go into effect 7/26/2022.

[Note: During the Regular Commission Meeting held on Aug. 2, 2022, clarification was given regarding these ordinances. They should have been submitted as policies, not ordinances, so they will be processed as policies and added to the electronic HR Policies and Procedures Manual.]

*Commissioner Kamalu moved to approve. Commissioner Elliott seconded. All present voted aye.*

## **Public Works**

#2022-411  
UTA Pipeline  
Crossing  
Cooperative  
Agreement with  
UDOT for West  
Davis Corridor  
project crossing  
Barnard Creek

### **10. UTA Pipeline Crossing Cooperative Agreement with the Utah Department of Transportation for the West Davis Corridor project crossing Barnard Creek — Presented by Public Works Director Adam Wright**

UDOT is placing a culvert under Barnard Creek. They have got under the highway now and are getting ready to put it underneath the railroad corridor. This agreement identifies who is responsible for what, as far as construction, and the long-term ownership of the pipe (the County gets ownership). The culvert is in the Centerville area. [The agreement begins 7/26/2022.]

#2022-412  
Resolution and  
Interlocal  
Agreement with  
Fruit Heights  
City for the 650  
North / Quail  
Ridge  
Reconstruction  
Project

### **11. 2022-412 Resolution and Interlocal Agreement with Fruit Heights City for the 650 North / Quail Ridge Reconstruction Project — Presented by Public Works Director Adam Wright**

The Interlocal Agreement was a cooperative effort with Fruit Heights to gain one contractor to do roads for both cities and receive savings through that combined effort. This will allow us to pay them back. The road is not yet complete, but the lower portion is done from Highway 89 up to the first home on the north side. It will be finished all the way up to the Wilderness Park and the shooting range gate. Public Works was looking into whether more money could be saved by adding the trailhead at Wilderness Park to the project agreement but decided it was probably not worth it to rush the design, so the trailhead is not included now. It was noted that the trailhead, which is in need of repair because of a large hole in the parking area, is Kaysville City property. [The agreement begins 7/26/2022.] The payable amount is \$272,069.

*Commissioner Kamalu moved to approve Items 10-11. Commissioner Elliott seconded. All present voted aye.*

## **Sheriff's Office**

#2022-413  
through  
#2022-439  
Application and  
Agreement to  
be placed on  
the tow  
rotation  
through the  
Davis County  
Sheriff's  
Dispatch Center  
for multiple  
following tow  
companies

### **12. Application and Agreement to be placed on the tow rotation through the Davis County Sheriff's Dispatch Center for the following tow companies — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

- #2022-413, GW Towing
- #2022-414, N&J Inc DBS AC Towing
- #2022-415, Brett's Towing
- #2022-416, JP'S Towing
- #2022-417, Ty's Towing & Garage
- #2022-418, Ogden Auto Towing, Inc
- #2022-419, Stauffer's Towing, LLC
- #2022-420, Skyhook Towing LLC
- #2022-421, Lost Recovery, Inc
- #2022-422, Lincoln Environmental, Inc
- #2022-423, Lady's Towing, LLC
- #2022-424, KL Towing, LLC
- #2022-425, Zac's Towing, LLC
- #2022-426, The Tow Doctor, LLC
- #2022-427, I.F.S. Towing
- #2022-428, D.L. Towing, LLC
- #2022-429, Hudson Towing, LLC
- #2022-430, Ricky's Towing, LLC
- #2022-431, CA Towing, LLC
- #2022-432, Crazy Towing, LLC
- #2022-433, Tango Auto and Towing, LLC
- #2022-434, A Sierra Towing, LLC
- #2022-435, DW Towing, Inc
- #2022-436, N and J, Inc., DBA Liberty Towing
- #2022-437, Larry's Towing & Recovery, LLC
- #2022-438, Sunset Auto Body, LLC
- #2022-439, Landon's Diesel Service, Inc

The agreement period is 7/1/2022 to 6/30/2023.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

#2022-440  
Federal Excise  
Tax Exemption  
Form for the  
purchase of all  
ammunition

**13. Federal Excise Tax Exemption Form for the purchase of all ammunition — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

The Federal Excise Tax Exemption Form is in effect from 7/1/2022 to 6/30/2025.

#2022-441  
through  
#2022-442  
Release of  
Liability, Waiver  
of Rights, and  
Participation  
Agreement for  
SCRAM  
program

**14. Release of Liability, Waiver of Rights, and Participation Agreement for the Secure Continuous Remote Alcohol Monitoring (SCRAM) program — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

- #2022-441, Participant 1
- #2022-442, Participant 2

Each agreement begins upon final signature and runs until the participants are no longer under court order to participate in the program. The receivable amount varies based on tests used and monitoring fees.

#2022-443  
Training  
Reimbursement  
Agreement with  
Matthew Clint  
Nielson

**15. Training Reimbursement Agreement with Matthew Clint Nielson for Special Functions Officer and Basic Corrections Officer Certifications — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

The agreement begins on the day he is sworn in as a Deputy Sheriff and ends two years from that date. The payable amount is \$15,428.

#2022-444  
Training  
Reimbursement  
Agreement with  
Louis Sambea  
Mayela

**16. Training Reimbursement Agreement with Louis Sambea Mayela for Special Functions Officer and Basic Corrections Officer Certifications — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

The agreement begins on the day he is sworn in as a Deputy Sheriff and ends two years from that date. The payable amount is \$13,324.

#2022-445  
Training  
Reimbursement  
Agreement with  
Jacob E.  
Robinson

**17. Training Reimbursement Agreement with Jacob E. Robinson for Law Enforcement Officer Training — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

The agreement begins upon graduation from the academy and ends two years from that date. The payable amount is \$12,854.

#2022-446  
Training  
Reimbursement  
Agreement with  
Christian G.  
Winger

**18. Training Reimbursement Agreement with Christian G. Winger for Law Enforcement Officer Training — Presented by Sheriff's Office Chief Deputy Susan Poulsen**

The agreement begins upon graduation from the academy and ends two years from that date. The payable amount is \$17,083.

*Commissioner Kamalu moved to approve Items 12-18. Commissioner Elliott seconded. All present voted aye.*

**Treasurer**

#2019-594-C  
Amendment  
with Loomis  
canceling  
service at the  
Davis County  
Treasurer's  
Office

**19. Amendment with Loomis canceling the service at the Davis County Treasurer's Office — Presented by Treasurer Mark Altom**

The amendment to the Loomis contract, in essence, terminates service to the Davis County Treasurer's Office. An amendment to the Loomis contract went through the Commission in May of 2022, but at that time the Treasurer's Office did not have things in place with the bank that would give it the opportunity to do more efficient depositing; now it does. There were also concerns about a provision in the contract that would be problematic for the Treasurer's Office. The three other departments currently using Loomis Service will continue to do so, but the Treasurer's Office will be using a different deposit method rather than the armored car service. The termination is effective 9/1/2022.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

*Commissioner Kamalu moved to approve Item 19. Commissioner Elliott seconded. All present voted aye.*

## CONSENT ITEMS

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Commission  
Meeting  
Minute

### Meeting Minutes

Meeting Minutes for Work Session held on June 21, 2022, were presented for approval.

*Commissioner Kamalu moved to approve the minutes. Commissioner Elliott seconded. All present voted aye.*

*Commissioner Kamalu moved to recess to the Board of Equalization. Commissioner Elliott seconded. All present voted aye.*

## BOARD OF EQUALIZATION

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Property Tax  
Register

Property Tax Register matters for July 26, 2022, were presented by Brian McKenzie, Davis County Chief Deputy Clerk/Auditor, as follows:

- Six veteran exemptions for approval
- Eighteen corrections from the Assessor's Office

*Commissioner Kamalu moved to approve. Commissioner Elliott seconded. All present voted aye.*

*Commissioner Kamalu moved to reconvene the Commission Meeting. Commissioner Elliott seconded. All present voted aye.*

## COMMISSION COMMENTS

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Commissioner  
Kamalu

**Commissioner Kamalu** commented that, as part of their responsibilities, she and Commissioner Elliott recently represented Davis County at the National Association of Counties (NACo) annual conference. Davis County, like other local governments, works with the Federal Government. The Federal Government is big and complex, and there are a lot of opportunities for funding. Knowing what those opportunities are, and navigating it all, is very challenging for counties across the United States. One of the purposes for participating in the National Association of Counties is understanding what opportunities apply to Davis County and another is knowing who works in the different agencies in the Federal Government and hearing them present. Both Commissioner Elliot and Commissioner Kamalu serve on significant NACo subcommittees. Commissioner Kamalu serves on the Transportation Subcommittee. Regarding electric infrastructure, she said balancing energy so we are not vulnerable is a big deal for this nation, and being able to visit about best practices in other counties across the nation is helpful. There is more infrastructure needed, and Utah needs to be wise with its resources so they can continue to be used into the foreseeable future in efficient and environmentally sound ways. Commissioner Kamalu spoke to a commissioner from Garfield County who said energy resources in the ground in Garfield County are some of the cleanest in the entire world, which she didn't realize; she knew some of the oil in Duchene is the very best in the world. It's always amazing how much there is to learn and how much Utah has to offer, and how it works from the ground [in local governments] up to the top of our nation. Commissioner Kamalu said she attended two other classes, including one about the media and the importance of counties pushing accurate information out to their residents. Davis County has the third largest population in Utah and, thankfully, has one newspaper that still focuses on our County. Three thousand counties exist in the nation and a minority of counties still have media covering their news, so it was emphasized in class that the County must be recognized as the source of good and accurate information for residents. The Davis County Commission Office has tried to accomplish this goal with a digital newsletter, started in January of 2021, which focuses on what is important, helpful, and fun for our residents to know about in our County. This effort to help more residents know that this accurate resource exists is a big deal. It was also emphasized in that class that the County's website is very important, and Commissioner Kamalu said she picked up ideas to discuss with

# COMMISSIONERS' MINUTES – DAVIS COUNTY

our Information Services department. Commissioner Kamalu added that Davis County has PIOs (Public Information Officers)/Communications Managers in the Health Department and the Sheriff's Office. This Sheriff has focused on people who aren't sworn officers, then making communication and emergency management their full-time duty. Commissioner Kamalu also attended a class about leading through emergencies, and she noted that the Sheriff has not only prioritized emergency management but has had real-life experience in that. This was a class in which the Commissioner took a lot of notes because Davis County has had [rare] emergencies like damaging windstorms, which are serious emergencies. It's important that we are prepared and can respond in the best manner possible, so Commissioner Kamalu will compare notes with Emergency Manager Chad Monroe, and there is more County leaders plan to do.

Commissioner Elliott

**Commissioner Elliott** said that Commissioner Kamalu gets the opportunity to attend a lot more classes than he does because he serves on the National Board for the association, as well as serving on other boards and in many leadership roles of the National Association of Counties. A lot of those other meetings involve reviewing and passing policies that come up through committees to have a national agenda to push through the federal level. He agreed with Commissioner Kamalu that the relationships built at NACo help our County. For example, when Davis County had a backlog [of trials not being held during the pandemic], a phone call to the NACo President resulted in a nationwide change so that ARPA funds could be used for [additional] attorneys [to handle cases when the courts opened back up] – that doesn't happen if you don't have those relationships with the associations and other counties. Davis County Clerk/Auditor Curtis Koch is on the committee for finance for the national association, so that will be beneficial for our County. Commissioner Elliott agreed with Commissioner Kamalu's comment that the National Association of Counties is beneficial to all the counties. It's an opportunity for all counties to come together, network, understand the different issues that each county is facing, and work together on our federal level and with federal partners.

MEETING  
ADJOURNED

Commission meeting was adjourned at 10:28 a.m.

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

Minutes approved on: 8/23/2022

/s/ Curtis Koch  
Curtis Koch  
Clerk/Auditor

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