

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

August 2, 2022

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on 08/02/2022, 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 Lorene Miner Kamalu, Vice-Chair; Commissioner Bob J Stevenson; Curtis Koch, Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

Excused: Commissioner Randy B. Elliott

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 10:00 a.m. and Commissioner Bob J Stevenson led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

The Employee Service Awards for employees reaching milestones in August 2022 — Presented by Commissioner Kamalu

Clerk/Auditor – Presented by Chief Deputy Clerk/Auditor Brian McKenzie and Clerk/Auditor Curtis Koch

• **Rebecca Abbott:** Five years with Davis County. Brian McKenzie advised that He and Rebecca established a dedicated Records Division in 2017, focusing on the identification, preservation, and public access to Davis County records. Davis County was fortunate to recruit an experienced and talented Records Manager in Rebecca Abbott. Brian stated that Rebecca has become a close confidante, a resource, and a friend as we have worked together to establish this division and focus on doing things right regarding Davis County records. Rebecca facilitated the upgrades to the online records request system, supervised the online records catalog system, led the records team in digitizing the Davis County historical records collection, assisted in updating the Davis County records ordinance, and helped in establishing the Davis County records repository. Brian joked that all of that is not even Rebecca's day job which is continually focused on helping with records requests, re-cataloging, and classifying county records that are not only in the Clerk/Auditor's Office but within every office of Davis County. Brian went on to state that if a department has records, they have most likely worked with Rebecca and know of her excellence in attitude and excellence in improvement as she supports and facilitates the records management process throughout the County. Davis County is fortunate to have an individual like Rebecca Abbott who chooses to work for Davis County and has made the county what it is in the way of records management. Curtis Koch expressed his appreciation for Rebecca's integrity and stated that he appreciates when individuals will tell you as they see it and a discussion can be had. Curtis stated that he values that because it makes everyone in the organization better. He thanked Rebecca for always doing that in a tactful way.

Davis Park Golf Course – Presented by Commissioner Lorene Kamalu

- **Caiden Jones:** Five years with Davis County. Caiden was not in attendance
- **Cole Larson:** Five years with Davis County. Cole was not in attendance
- **Ron Bair:** Five years with Davis County. Ron was not in attendance

Legacy Events Center – Presented by Director Dave Hansen

- **Sandra McKinnon:** Fifteen years with Davis County. Sandra was not in attendance.
- **Ammon Holt:** Five years with the Legacy Events Center. Dave Hansen advised that Ammon put himself through college at the Legacy Events Center and stated he doesn't know if it made his college suffer but it certainly never made his employment suffer. Ammon has always worked a full schedule and has always been willing to pick up shifts, work his assigned shifts, and also weekends and holidays. Dave stated that he has never received a single complaint about Ammon from any customer or employee. Ammon is very customer service and teamwork oriented and has always been a really good employee. Dave expressed his gratitude for having had Ammon work for him as long as he has and now that he has finished college and recently gotten married, he hopes Ammon will stay a little longer but looks forward to his life's next venture.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Health Administration – Presented by Commissioner Lorene Kamalu

- **John Maxwell:** Five years with the Health Department. John was not in attendance.

Health Senior Services – Presented by Deputy Director Rachelle Blackham

- **Shawna Mahan:** Twenty-five years with the Health Department. Rachelle advised that Shawna began her career in 1997. She graduated from Weber State University in Social Work and knew that serving the senior population would be her true passion. Within two years of beginning her career, Shawna was promoted to In-Service Bureau Manager where she has served for 25 years. The size of the bureau, the number of people Davis County serves, and the budget has tripled since Shawna began. Rachelle stated that Shawna and her staff have made a huge difference in the senior's lives in Davis County by providing assistance so that they can stay in their homes with services such as Meals on Wheels, Medical Equipment, or aides to come in and help. Shawna has been the “puppet master” behind those services and the people to serve our senior population, making a huge difference in the Davis County community. Rachelle expressed her appreciation to Shawna for her support, her experience, and her knowledge. Rachelle congratulated her on her 25 years of service.

Information Services – Presented by Deputy Director Mike Pace

- **Cheryl Larsen:** Fifteen years with Information Systems. Mike advised that Cheryl is the manager of the Geographic Information Systems (GIS) Department, which is small but mighty. He explained that the GIS Department is much more than maps and is all things data. Mike went on the state that Cheryl does a great job and supports many people in the county. Mike thanked Cheryl for the great 15 years. Commissioner Kamalu noted that when she first became a Commissioner in 2019, one of the first tours she took was to that department and a lot of really cool things happen in the GIS Department. She congratulated Cheryl on her 15 years of service.

Sheriff's Department – Presented by Commissioner Lorene Kamalu

- **Steven Swenson:** 5 years with the Sheriff's Office. Steven was not in attendance.

Clarification of the Ordinances that were approved in the July 26, 2022 Commission Meeting – Presented by Human Resources Deputy Director John Robinson

John provided clarification on the three Merit System Ordinances that were approved on the July 26, 2022, Commission Meeting. These were submitted as ordinances; however, they should have been submitted as policies, as these are treated as Human Resources Personnel Policies (specifically Chapter 1: Organization for Merit System, Chapter 21: Grievances, and Chapter 22: Appeals to the CSC). It was explained that these policies will be added to the electronic Human Resources Policies and Procedures manual.

PUBLIC COMMENTS

The public was invited to make comments to the Commission.

No Public Comment was made.

PUBLIC HEARING:

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1. **Public comment period for the Davis County 2022 - 2023 Annual Action Plan for the Community Development Block Grant (CDBG) and the substantial amendment to the Five-Year Consolidated Action Plan - Presented by Community and Economic Deputy Director Chanel Fores**

Chanel Flores explained that they are requesting the Commission open a Public Hearing for public comment [No action will be taken on today's date].

2. **Opening.**

Motion to open the Public Hearing made by Commissioner Stevenson. Seconded by Commissioner Kamalu. All present voted aye.

3. **Public Comments (3 minutes per person):**

Public Comments were invited; no comments were made.

COMMISSIONERS' MINUTES – DAVIS COUNTY

4. Closing

Motion to close the Public Hearing made by Commissioner Stevenson. Seconded by Commissioner Kamalu. All present voted aye.

BUSINESS/ ACTION

Attorney

#2022-450
Standard
Design
Professional
Services
Contract with
TBCx, LLC for
the building
commissioning
of the Event
Center
expansion/
remodel project

1. Standard Design Professional Services Contract with TBCx, LLC for the building commissioning of the Event Center expansion/remodel project — Presented by Facilities Director Lane Rose

It was explained that as the County continues to get this project rolling, TBCx will be on board to help in design consulting and the envelope of the building. When this project is further along in construction, TBCx will commission the building which is still a few years out.

The agreement period is 08/02/2022 to 07/31/2026. The payable amount is \$218,980.

Commissioner Stevenson moved to approve. Commissioner Kamalu seconded. All present voted aye.

Health

2022-451
Water Quality
Board Grant
Agreement with
the Department
of
Environmental
Quality, Division
of Water
Quality

2. Water Quality Board Grant Agreement with the Department of Environmental Quality, Division of Water Quality — Presented by Health Department Director Brian Hatch

Brian advised that just over a year ago the Health Department began a Water Quality Study in the northwest section of Davis County to study densities and things like that for expansion and building, with exception of wastewater, septic tanks, etc. The State has agreed to pay for half of this study.

Commissioner Kamalu asked Brian Hatch how long the study would take and was advised it would go through the end of 2022.

The agreement period is 08/02/2022 to 12/31/2023. The receivable amount is \$105,313.

Commissioner Stevenson moved to approve. Commissioner Kamalu seconded. All present voted aye.

Sheriff

#2022-452
Dispatch
Services
Agreement with
the Utah
Department of
Public Safety

3. Dispatch Services Agreement with the Utah Department of Public Safety to provide dispatch services to the Utah Highway Patrol — Presented by Sheriff's Office Chief Deputy Susan Poulsen

The agreement period is 07/01/2022 to 06/30/2023. The receivable amount is \$238,761.78.

#2022-453-
#2022-454
Release of
Liability, Waiver
of Rights, and
Participation
Agreement for
the Secure
Continuous
Remote Alcohol
Monitoring
(SCRAM)
program
(Participant 1)

4. 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

- Participant 1: #2022-453
- Participant 2: #2022-454

The receivable is a varied amount based on tests used and monitoring fees. The contract period begins upon final signature and runs until the participant is no longer under court order to participate in the program.

Commissioner Stevenson moved to approve Items 3-4. Commissioner Kamalu seconded. All present voted aye.

CONSENT ITEMS

COMMISSIONERS' MINUTES – DAVIS COUNTY

Commission Meeting Minute

Meeting Minutes

Regular Commission Meeting Minutes for June 21, 2022 and July 5, 2022, were presented for approval.

Commissioner Kamalu moved to approve. Commissioner Stevenson seconded. All Present voted aye.

Commissioner Kamalu moved to recess to Board of Equalization. Commissioner Stevenson Seconded. All present 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:

Corrections:

- Six Veteran Tax Exemption Abatements for the year 2021, totaling \$8,917.37

Assessor's Adjustments:

Corrections:

- Six Assessor's Initiated Corrections totaling -\$106,627

Commissioner Stevenson moved to approve. Commissioner Kamalu seconded. All present voted aye.

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

COMMISSION COMMENTS

Commissioner Kamalu invited comments from the dais. No comments were made.

MEETING ADJOURNED

Commission meeting was adjourned at 10:23 a.m.

Minutes prepared by:
Rian-Paige Santoro
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