

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES

September 6, 2022

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on September 6, 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 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 10:00 a.m. and Lisa Manning, Davis County Assessor, led the Pledge of Allegiance.

Recognitions,  
Presentations &  
Informational  
Items

### **Employee Service Awards to employees reaching milestones in their careers in September 2022 — Presented by Commissioner Kamalu**

The following employees were recognized for their years of service to Davis County:

#### **Assessor's Office**

- **Nathan Wood, 5 Years** – Nathan Wood's supervisor, Mike Child, noted that Nathan is juggling this job with going to school full-time. Nathan asks great questions and has gotten better and better at his job over the past five years, Mike said, adding that it's been a pleasure being his supervisor.

#### **Health Administration**

- **Heidi Johnson, 10 Years** – Heidi started working with the Health Department, in the Vital Records area, in April of this year. She began her career with Davis County in the Assessor's Office, working as a real property data collector and office specialist for two-and-a-half years and then as a personal property appraiser for seven years. Diana Reich, Division Director of Administrative Services, said Heidi has a great work ethic, is a quick learner, and she's very kind to people. One of her primary duties is registering deaths, and she has compassion for the loved ones of the decedents. She takes pride in her work, is dedicated, and has great customer service skills.

#### **Clerk/Auditor's Office**

- **Kelly Tue, 15 Years** – Kelly started with Davis County as a jail clerk. She later transferred to Tax Admin, where she has worked for the last 10 years. Reliability is hard to come by, said Tax Administration Manager Sulika Laulu, thanking Kelly for being someone who can always be counted on. Sulika expressed her gratitude, and that of the team, for Kelly's dedication and congratulated her on achieving this anniversary.

#### **Davis Park Golf**

- **Kelly Bishop, 15 Years** – Kelly was not in attendance at the meeting, but he was thanked for his work with a round of applause.

#### **Sheriff's Office**

- **Jamie Thurgood, 5 Years** – Kristi Kerbs, one of Jamie's supervisors, introduced Jamie as a talented crafter who loves to travel. She grew up in Farmington, with family members who are firefighters. Her husband of 25 years, Brian, is also a firefighter, and they have a daughter who is a nurse and a son who is a firefighter. Kristi said Jamie is a tremendous representative of the Sheriff's Office with stellar customer service. She displays empathy towards customers and co-workers, and she has a wonderful rapport with the Attorney's investigators who regularly visit the Sheriff's Office. Jamie spreads joy to everyone and is willing to help others.
- **Christopher Winter, 15 Years** – Christopher was not in attendance at the meeting; gratitude was expressed for his service.
- **Meagan Garcia, 15 Years** – Meagan was not in attendance at the meeting, but her years of service were recognized.
- **Angela Sweeten, 25 Years** – Angie started her career with Davis County in 1997, working in Animal Control. She later worked at the jail and then served as a bailiff for several years. She now works in Civil and Transportation. Sergeant Nicholas, who has been Angie's supervisor since about 2018, said there is no harder worker, no more dedicated deputy than Angie. Sergeant Nicholas said Angie is "the cream of the

# COMMISSIONERS' MINUTES – DAVIS COUNTY

crop” and represents the Sheriff's Office highly. He can't say enough good about her.

## Library

- Maggie Ross, 5 Years.
- Cathy Shelley, 20 Years.
- Nancy Barton, 45 Years.

The library employees were not in attendance at the meeting, but they were recognized with a round of applause.

## Attorney's Office

- McKenzie Nielsen, 5 Years – Davis County Attorney Troy Rawlings said McKenzie could not attend the meeting, because she was at her other job. He asked that her recognition be rescheduled, because he would like everybody to meet her. McKenzie is working for the Attorney's Office part-time and working as the office manager at a veterinary clinic in Bountiful. She will be going to law school next year.

#2022-507

**The Notice of Intent to engage in contract negotiations for the Architectural & Design Services for the Davis County Emergency Operations Center Funded with Coronavirus State and Local Fiscal Recovery Funds ("SLFRF") RFP** — Presented by Clerk/Auditor Curtis Koch

The Selection Committee recommended Galloway & Company Inc. for this project.

#2022-508

**The Notice of Intent to engage in contract negotiations for the Pharmaceutical Services to the Davis County Jail RFQ (Request for Quote)** — Presented by Clerk/Auditor Curtis Koch

The group that provided the lowest responsive quote was TED Pharmacy.

## **PUBLIC COMMENTS**

---

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

## **PUBLIC HEARING**

### **1. Opening**

Commissioner Elliott introduced the scheduled Public Hearing.

*Clerk/Auditor's  
Office*

**2. A Public Hearing for consideration of additional 2022 budget appropriation requests** — Presented by Clerk Auditor Curtis Koch

Clerk/Auditor Curtis Koch presented a Resolution and Budget Opening, verbally listing each requested item. See Attachment A, "September 6, 2022 Resolution & Budget Opening Items."

The Clerk/Auditor offered the following information, in addition to the reasons noted on the attached Resolution and Budget Opening document, regarding budget changes:

In Fund 10 – [General Fund], the \$41,813 increase in Animal Care's Vehicles account is a transfer from the Insurance fund. A vehicle was crashed in 2021, and these funds need to be transferred so Animal Care can purchase a replacement now that some vehicles are becoming available.

In Fund 18 – Tourism, under Events Center, the additional \$159,000 of revenue was unanticipated because it was believed that the Center would be under construction at this point; however, the buildings continue to be rented. The replacement of a defective fire alarm panel and HVAC repairs at the Events Center need to be pursued before the renovation takes place. Also under tourism, there is a transfer of \$109,366; this was a transfer to cover the misclassified reimbursement of funds for the ski bus to Prop 1. Proposition 1 funds were used in this agreement with Snowbasin and Layton City, and when the reimbursements came back they were inappropriately applied to Fund 18. The reimbursements actually go to Fund 22, where they are now being recognized.

[During the presentation, it was discovered that the items listed under Fund 22 and Fund 61 had been swapped. The resolution document attached to these minutes is a corrected version that was given to

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Commissioners immediately after the meeting.]

In Fund 63 – [Facilities] Buildings and Grounds West, there is an increase to fund boilers. The jail visiting renovation was canceled in the last budget opening because of cost overruns on the domestic boiler replacement. After the cancellation it was found that the lowest bid did not have all of the certifications required, so the County had to go with the second lowest bid. That is costing an additional \$16,000, so the \$500,000 project was canceled to cover the overruns. This still falls within that overrun.

Total revenues are increasing by \$321,500, and total expenditures are increasing by \$487,522, so the total fund balance overall within the County will decrease by \$166,022.

Com. Stevenson made a motion to open the Public Hearing. Com. Kamalu seconded. All voted aye.

### 3. Public Comments

Commissioner Elliott invited members of the public to make comments about the additional budget appropriations requests. No comments were made.

### 4. Closing

Com. Stevenson made a motion to close the Public Hearing. Com. Kamalu seconded. All voted aye.

#### PUBLIC HEARING ACTION ITEM

#2022-509

#### **Additional 2022 budget appropriation requests and adjustments to revenues**

The effective period for the additional 2022 budget appropriation requests and adjustments to revenues is 09/06/2022 to 12/31/2022. Total revenues are increasing by \$321,500, and total expenditures are increasing by \$487,522, so the total fund balance overall within the County will decrease by \$166,022.

Com. Stevenson made a motion to approve the additional 2022 budget appropriation requests. Com. Kamalu seconded. All voted aye.

#### BUSINESS/ ACTION

*Animal Care*

#4-2022

#### **1. Ordinance amending Section 6.020.030 of the Davis County Code to allow the Director of Animal Care to waive fees on a case-by-case basis — Presented by Animal Care Director Ashleigh Young**

The amendment adds a line that allows the Animal Care Director to waive fees of impound and board on a case-by-case basis. The Animal Care Director said there are two different reasons for wanting to move in this direction. The first reason is that the ASPCA [American Society for the Prevention of Cruelty to Animals], a national animal welfare organization, recently put out information stating that 90 percent of pet owners consider their pets to be family. Davis County Animal Care's impound fee is \$35 and daily board is \$15; if the County is able to get an owned, loved pet back home by waiving those fees on a case-by-case basis, we want to be able to do that. The second reason for moving in this direction is more strategic – every day that animals are in our care they're costing the County money. For a dog, it's estimated that the cost of care is around \$500, and for a cat the cost of care is about \$300, for a three-day stay. If the Animal Care Director is able to waive these small fees to get animals back home, it's better for the pet and also better for the budget and the organization.

#2022-510

#### **2. Summary List of Animal Care Adoptions for June 2022 — Presented by Animal Care Director Ashleigh Young**

There were 148 animals adopted in June: 3 birds, 101 cats, 43 dogs, and 1 rabbit. The adoptions were made between 06/01/2022 to 06/30/2022. [The receivable amounts are varied.]

Com. Kamalu moved to approve Items 1-2. Com. Stevenson seconded. All present voted aye.

*Clerk/Auditor*

# COMMISSIONERS' MINUTES – DAVIS COUNTY

#2022-511

**3. Transfer agreement with Wasatch County to transfer ownership of the Davis County MBV — Presented by Clerk/Auditor Chief Deputy Brian McKenzie**

Approval was requested for the transfer of ownership of Davis County's MBV (Mail Ballot Verifier) unit to Wasatch County. The MBV unit is used when ballots are returned during elections to scan the envelopes and give the voter history or credit for participating in the election. This machine was replaced by Davis County's Agilis machine last year. The original purchase of this machine was made using State funds. It was not paid for by County funds, so this is just a transfer of the ownership to another County that can use and benefit from this piece of equipment.

Com. Kamalu moved to approve Item 3. Com. Stevenson seconded. All present voted aye.

Commission

**4. Cancellation of the Davis County Regular Commission Meetings on October 4, 2022 and November 15, 2022 — Presented by Commissioner Randy Elliott**

The meetings are being canceled because October 4 is during Budget Week, and November 15 when Commissioners attend an annual conference.

Com. Kamalu moved to approve Item 4. Com. Stevenson seconded. All present voted aye.

CEC

#2022-512

**5. Contract with USA Wrestling Utah for the Utah Greco Roman and Freestyle State Tournament and the West Regionals — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 04/19/2023 to 05/13/2023. The receivable amount is \$10,436.99.

#2022-513

**6. Contract with Utah Sports Car Club of America for the car course rally racing in the Legacy Events Center parking lot — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 09/11/2022 to 10/16/2022. The receivable amount is \$4,635.

#2022-514

**7. Contract with USA Gymnastics for the USA Gymnastics Trampoline and Power Tumbling State Championship — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 04/13/2023 to 04/15/2023. The receivable amount is \$4,281.58.

#2022-515

**8. Contract with USA Gymnastics for the USA Gymnastics Trampoline and Power Tumbling regional meet — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 03/23/2023 to 03/25/2023. The receivable amount is \$4,281.58.

#2022-516

**9. Contract with Simple Treasures for the Spring Craft Boutique/Vendor Show — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 04/30/2023 to 05/06/2023. The receivable amount is \$7,550.

#2022-517

**10. Contract with United Spirit Association for the Regional Cheer Competition — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 03/02/2023 to 03/04/2023. The receivable amount is \$3,779.94.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

#2020-654-A7

**11. Ratification of the Amendment to the Real Estate Purchase Contract for Land with IGOG L.L.C. — Presented by Community and Economic Development Director Kent Andersen**

The contract is for the purchase of land for the Conference Center. The County has continued to work with the local members of the subdivision, and progress is still being made. The request from the landowners is to close in the beginning of 2023 for tax purposes, so Commissioners can expect another amendment to the agreement. The hope is to get the purchase done in less than two years.

#2022-518

**12. Contract with the State of Utah, Utah Department of Cultural and Community Engagement (CCE) for the one-time pass-through appropriation approved in GS2022 to be used for the Korn Ferry Utah Championship — Presented by Community and Economic Development Director Kent Andersen**

The agreement period is 09/06/2022 to 06/30/2023. The receivable amount is \$75,000.

#2022-311-A

**13. Amendment to the Revenue Agreement with Utah Department of Workforce Services for Emergency Rental Assistance (ERA) contract to reallocate unused administrative costs to be utilized for direct rental assistance payments — Presented by Community and Economic Development Director Kent Andersen**

The total amount stays the same. Originally there was an administrative allowance of up to 10 percent, which would be about \$426,000. The amount has since been modified down to \$128,000, so a little over \$300,000 of additional rental assistance will go back into the community. The agreement period is 02/01/2022 to 12/31/2022. The [payable] amount is \$4,392,505.93.

Com. Stevenson moved to approve Items 5-13. Com. Kamalu seconded. All present voted aye.

Health

#2022-80-A

**14. Amended and Restated Memorandum of Understanding with Syracuse Arts Academy to provide additional reimbursement of the allowable costs for the portable high-efficiency particulate air (HEPA) fan/filtration systems or other small items — Presented by Health Director Brian Hatch**

Syracuse Arts Academy is a charter school. The agreement period is to 12/31/2022. The payable amount is not to exceed \$260,000.

#2022-519

**15. Agreement with FrameWorks Institute for the speaker fee and travel expenses of a keynote speaker for the Davis4Health Equity Symposium — Presented by Health Director Brian Hatch**

The agreement period is 01/01/2023 to 01/31/2023. The payable amount is \$7,200.

#2022-520

**16. Outreach Education Agreement with the University of Utah, Utah Poison Control Center for funding to provide a variety of services in connection with educational outreach efforts — Presented by Health Director Brian Hatch**

The agreement period is 09/01/2022 to 08/01/2023. The receivable amount is \$2,500.

Com. Kamalu moved to approve Items 14-16. Com. Stevenson seconded. All present voted aye.

Sheriff's Office

#2022-521  
through  
#2022-524

**17. 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**

- #2022-521, Participant 1
- #2022-522, Participant 2

# COMMISSIONERS' MINUTES – DAVIS COUNTY

- #2022-523, Participant 3
- #2022-524, Participant 4

The Release of Liability, Waiver of Rights, and Participation Agreement for each participant begins upon final signature and runs until the participant is no longer under court order to participate in the program. The receivable amount varies based on tests used and monitoring fees.

#2022-525

**18. Training Reimbursement Agreement with Garrett Patrick Wayne Schumacher for Special Functions Officer Training and Basic Corrections Officer Training** — *Presented by Sheriff's Office Chief Deputy Susan Poulsen*

The agreement period begins the day he is sworn in as Deputy Sheriff and ends two years from that date. The payable amount is \$13,652.

#2022-13-A

**19. Fiscal Year EMS Grant Award with the Utah Department of Health and Human Services for all certified Davis County Paramedics, EMTs, and Dispatchers** — *Presented by Sheriff's Office Chief Deputy Susan Poulsen*

The award is for the Fiscal Year 2023 EMS per capita Grant with the Utah Department of Health and Human Services. The agreement period is 09/06/2022 to 06/30/2023. The receivable amount is \$5,152.

#2022-526

**20. Memorandum of Agreement with the Utah Department of Health and Human Services to allow the Utah Department of Health and Human Services or one of its contractors to provide COVID-19 testing** — *Presented by Sheriff's Office Chief Deputy Susan Poulsen*

The contract period is 07/20/2022 to 07/31/2023.

Com. Stevenson moved to approve Items 17-20. Com. Kamalu seconded. All present voted aye.

**CONSENT  
ITEMS**

---

Indigent  
Hardship  
Abatement  
Register

**Indigent Hardship Register**

Com. Stevenson moved to approve the Sept. 6, 2022, Indigent Hardship Abatement Register.  
Com. Kamalu seconded. All present voted aye.

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

**BOARD OF  
EQUALIZATION**

---

Property Tax  
Register

Matters regarding the Property Tax Register for Sept. 6, 2022, were presented by Davis County Clerk/Auditor Curtis Koch as follows:

**Auditor's Adjustments**

**Appeals**

- Twenty-one various appeals recommended for approval totaling \$1,641,000

**Abatements**

- A report with three requested abatements recommended for denial

**Corrections**

# COMMISSIONERS' MINUTES – DAVIS COUNTY

- One item for correction per the Board of Equalization hearing held on August 22, 2022
- Eleven Veteran Exemption Tax Abatements for the year 2021

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

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

## COMMISSION COMMENTS

---

Commissioner  
Kamalu

**Commissioner Kamalu** commented that a couple of people from Davis County attended the Utah Housing Matters Conference. The conference has been held every year for more than 25 years. It brings together a combination of people from all over the state, who provide housing for all kinds of different populations, to discuss best practices and needs. There is definitely more need than there is affordable housing available through the State, so there's always an effort to find ways to keep moving forward. Davis County's grant administrator was able to be there on the second day of the conference, and Commissioner Kamalu said she was in attendance all three days of the conference. Davis County does not administer housing, but it does have Community Partners who do. There were representatives from Davis Behavioral Health, Open Doors, and some of the County's other community partners, learning and working together at the conference and being informed about projects and progress in the State. There are some cities that are pretty actively engaged in affordable housing, such as Park City because of their workforce needs. It is fascinating to see what they're trying to do, and what we all try to do, to create housing in places that make sense for all and to do it well. There were great speakers and great experts, from throughout the whole State, coming together. Davis County had its own housing conference, held for half of the day a week ago Friday, bringing together all the cities and all the experts on planning. There are 12 of these conferences being held throughout the state, funded by the Legislature, to have conversations with people coming together to look at housing. Davis County's event was a great half-day, followed up by this other one where attendees dug in a little deeper for specific populations, including the most vulnerable populations. Those discussions will continue in Davis County. With our Community and Economic Development Department and our cities, and good planning and zoning, hopefully we can continue to find ways to make some progress with housing.

## MEETING ADJOURNED

Commission meeting was adjourned at 10:36 a.m.

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

- A. *September 6, 2022 Resolution & Budget Opening Items*

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

Minutes approved on: 9/27/2022

/s/ Curtis Koch  
Curtis Koch  
Clerk/Auditor

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