

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

May 4, 2021

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on May 4, 2021, 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 Bob J Stevenson, Chair; Commissioner Randy B. Elliott, Vice-Chair; Commissioner Lorene Miner Kamalu. Also present: 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

Due to the coronavirus pandemic, special meeting circumstances apply.

In consideration of the COVID-19 pandemic, masks are required for all those in attendance. Meeting proceedings may be viewed remotely through YouTube live streaming at:

<https://www.daviscountyutah.gov/commission/meetings>. Those wishing to direct comments to the Commission regarding a public hearing or to make public comment can do so in-person or by emailing comments to commissioners@daviscountyutah.gov by 3:00 p.m. on the day of the meeting.

The meeting opened at 4 p.m. with a reminder to follow COVID-19 meeting restrictions, including social distancing and wearing masks.

Information Systems Director Mark Langston led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

May Employee Service Awards — Presented by Commissioner Kamalu

Milestone anniversaries of Davis County employees are recognized each month. Commissioners announced May Employee Service Awards and expressed gratitude for all who have served in this great County for many years.

Five Years

William Fenn, Information Systems
Douglas Karmondy, Information Systems
Frank Gilchrist, Sheriff
James Taylor, Health Administration
Alexander Winter, Library
Bradley Arave, Facilities Management

Ten Years

David Muirbrook, Davis Park Golf

Fifteen Years

Ryan Andrus, Information Systems
Lance Orr, Sheriff
Christopher Swaner, Corrections
Christine Wesemann, Davis Park Golf

Twenty Years

Kori Moyer, Public Works
Ralph Gibbons, Davis Park Golf

Thirty Years

Wendy Garcia, Health Administration

PUBLIC COMMENTS

Commissioner Stevenson invited comments from members of the public, but none were made.

BUSINESS/ ACTION

Animal Care

Summary List
#2021-177 of
animal
adoptions for
January 2021

1. Summary List #2021-177 of animal adoptions for January 2021 — Presented by Commissioner Stevenson

There were 119 animal adoptions in January of 2021. Adoptions are a receivable; however, no dollar

COMMISSIONERS' MINUTES – DAVIS COUNTY

amounts were given.

Summary List
#2021-178 of
animal
adoptions for
February 2021

2. Summary List #2021-178 of animal adoptions for February 2021 — Presented by Commissioner Stevenson

There were 106 animal adoptions in February of 2021. Adoptions are a receivable; however, no dollar amounts were given.

Donation
Agreement
#2021-179 with
Shasta Thomas
for animal
needs

3. Donation Agreement #2021-179 with Shasta Thomas for monetary donation for animal needs — Presented by Commissioner Stevenson

The receivable amount is \$100.

Agreement
#2021-180 with
Avid to access
microchip
portal

4. Agreement #2021-180 with Avid to access to microchip portal to reunite lost pets with their owners — Presented by Commissioner Stevenson

There are no beginning or ending contract dates. The contract amount is \$0.00.

Attorney's
Office

Replace
#2021-157
grant
application to
Utah Office for
Victims of
Crime (Atty)

5. Replace grant application #2021-157 to Utah Office for Victims of Crime (UOVC) - Victims of Crime Act (VOCA) is the only federal grant program supporting direct assistance services to victims and survivors (Atty) — Presented by Commissioner Stevenson

A request was made to replace document #2021-157, a grant application to Utah Office for Victims of Crime (UOVC). The contract period is 07/01/2021 to 06/30/2023. The receivable amount is \$206,434.45.

Clerk/Auditor

Interlocal
Agreements
#2021-181
through
#2021-195 to
provide Election
Administration
Services for
2021 Municipal
Primary and
General
Elections

6. Interlocal Agreements #2021-181 through #2021-195 to provide Election Administration Services for 2021 Municipal Primary and General Elections for the following — Presented by Chief Deputy Clerk Brian McKenzie

#2021-181, Bountiful City	#2021-189, North Salt Lake
#2021-182, Centerville City	#2021-190, South Weber City
#2021-183, Clearfield City	#2021-191, Sunset City
#2021-184, Clinton City	#2021-192, Syracuse City
#2021-185, Farmington City	#2021-193, West Bountiful City
#2021-186, Fruit Heights	#2021-194, West Point City
#2021-187, Kaysville City	#2021-195, Woods Cross City
#2021-188, Layton City	

The contracts end 12/31/2021. The receivable amount varies by city, based on services needed, and the fee schedule is listed as Exhibit A within the contract.

Interlocal
Agreements
#2021-196
through
#2021-202 to
provide Election
Administration
Services for
2021 Service
District Primary
and General
Elections

7. Interlocal Agreements #2021-196 through #2021-202 to provide Election Administration Services for 2021 Service District Primary and General Elections — Presented by Chief Deputy Clerk Brian McKenzie

#2021-196, Benchland Water	#2021-200, South Davis Sewer District
#2021-197, Central Davis Sewer	#2021-201, South Weber Water Improvement District
#2021-198, Hooper Water Improvement District	#2021-202, South Davis Water District
#2021-199, Mutton Hollow Improvement District	

The contracts end 12/31/2021. The receivable amount varies by district, based on services needed, and the fee schedule is listed as Exhibit A within the contract.

In response to a question, Commissioners were told that no official requests have been received from cities for anything other than traditional voting. The Clerk/Auditor's Office has been contacted by a couple of individual city councilpersons asking questions about the Alternative Voting Pilot Project, and they were

COMMISSIONERS' MINUTES – DAVIS COUNTY

informed that it is not a service Davis County currently provides.

CED

Special Use Permit #2021-203 with Utah DNR for use of Eccles Wildlife Center

8. Special Use Permit #2021-203 with Utah Department of Natural Resources, Division of Wildlife Resources for use of the Eccles Wildlife Education Center and Farmington Bay WMA during 2021 Great Salt Lake Bird Festival — *Presented by Community and Economic Development Director Kent Andersen*

The contract period is 05/13/2021 to 05/15/2021. The use fee has been waived for the County.

Summary List #2021-204 of rental agreements for Legacy Events Center

9. Summary List #2021-204 of rental agreements (14) for Legacy Events Center as of April 19, 2021 — *Presented by Community and Economic Development Director Kent Andersen*

The contract period is 04/12/2021 to 06/01/2021. The receivable amount is \$2,589.61.

Agreement #2021-205 with Legacy Raceway BMX for rental of south outdoor arena

10. Agreement #2021-205 with Legacy Raceway BMX for rental of south outdoor arena for 2021 season — *Presented by Community and Economic Development Director Kent Andersen*

The contract period is 06/01/2021 to 10/02/2021. The receivable amount is \$6,180.

Agreement #2020-270-A with Bountiful Community Food Pantry for CDBG-CV funds for PY 2020-2021 for Rental Assistance Project COVID-19 Pandemic Activity

11. Agreement #2020-270-A with Bountiful Community Food Pantry for CDBG-CV funds for PY 2020-2021 for Rental Assistance Project COVID-19 Pandemic Activity — *Presented by Community and Economic Development Director Kent Andersen*

Items 11 through 17 are all amendments to existing agreements through the Community Development Block Grant. All of these items did go through the CDBG review committee and were given a positive recommendation.

Item 11 is an amendment with the Bountiful Community Food Pantry for rental assistance. The amendment increases the amount of funding by \$55,000, bringing the total to \$110,000.

Funding was originally used to provide relief for Open Doors for Assistance, but now the Emergency Rental Assistance Program is being run through the State through Open Doors. Open Doors is putting one of their caseworkers at the Bountiful Food Pantry to assist there with some of the requests, so there is a good partnership occurring there.

Amendment 2020-269-A with Bountiful Community Food Pantry for CDBG-CV funds for Transportation Assistance

12. Amendment #2020-269-A with Bountiful Community Food Pantry for CDBG-CV funds for PY 2020-2021 for Transportation Assistance Project COVID-19 Pandemic Activity — *Presented by Community and Economic Development Director Kent Andersen*

The contract amount is increasing the payable amount from \$2,500 to \$5,000. The money will primarily be used for bus passes and gas cards to help individuals either for employment or job interviews.

Amendment #2020-267-A with Bountiful Community Food Pantry for CDBG-CV funds for Utilities Assistance

13. Amendment #2020-267-A with Bountiful Community Food Pantry for CDBG-CV funds for PY 2020-2021 for Utilities Assistance Project Covid-19 Pandemic Activity Project — *Presented by Community and Economic Development Director Kent Andersen*

The amendment is for an additional \$17,500, bringing the payable amount to \$35,000.

Amendment #2020-268-A with Bountiful Community Food Pantry for CDBG-CV funds for Food Bank

14. Amendment #2020-268-A with Bountiful Community Food Pantry for CDBG-CV funds for PY 2020-2021 for Food Bank Project COVID-19 Pandemic Activity — *Presented by Community and Economic Development Director Kent Andersen*

The amendment is for an additional \$25,000 to be used primarily to purchase staple products such as four

COMMISSIONERS' MINUTES – DAVIS COUNTY

Project and eggs. The total payable amount is \$50,000.

Amendment #2020-300-A with Davis Concerned Citizens Against Violence for Domestic Violence Counselor

15. Amendment #2020-300-A with Davis Concerned Citizens Against Violence (dba Safe Harbor) for PY 2020-2021 for Domestic Violence Counselor Project COVID 19 Pandemic Activity — Presented by Community and Economic Development Director Kent Andersen

The amendment extends the term of the contract for the counselor project from 12 months to 26 months, and also increases funding from \$49,000 to a total payable amount of \$98,000.

Amendment #2020-299-A with Davis Concerned Citizens Against Violence for Domestic Violence Overflow Support

16. Amendment #2020-299-A with Davis Concerned Citizens Against Violence (dba Safe Harbor) for PY 2020-2021 for Domestic Violence Overflow Support Project COVID-19 Pandemic Activity — Presented by Community and Economic Development Director Kent Andersen

The amendment extends the contract period from 12 months to 26 months. It also increases funding from \$25,000 to a total payable amount of \$50,000. The money will primarily be used for hotels.

Amendment #2020-301-A with Davis Concerned Citizens Against Violence for Parking Lot Repair

17. Amendment #2020-301-A with Davis Concerned Citizens Against Violence (dba Safe Harbor) for CDBG funds for PY 2020-2021 for Parking Lot Repair Replacement Project — Presented by Community and Economic Development Director Kent Andersen

The amendment is for an additional \$20,000, bringing the total payable amount to \$140,000.

Agreement #2021-206 with Avid Trails, LLC to construct a section of the Bonneville Shoreline Trail

18. Agreement #2021-206 with Avid Trails, LLC to construct a 16-mile section of the Bonneville Shoreline Trail — Presented by Community and Economic Development Director Kent Andersen

The portion of trail to be constructed is from Mueller [Park Canyon] to the south end of Davis County, in North Salt Lake. The contract period is 05/04/2021 to 12/31/2021. The payable amount is \$418,856.

Amendment #2020-654-A with IGOG, LLC for land purchase north of the Davis Conference Center

19. Amendment #2020-654-A with IGOG, LLC for land purchase north of the Davis Conference Center — Presented by Community and Economic Development Director Kent Andersen

An amendment was introduced to a contract with IGOG, LLC for a land purchase north of the Davis Conference Center. A request was made to authorize the Commission to sign any associated addendums and closing documents as well as any buyer due diligence items, including the Geotech Phase I Environmental Review. The total payable amount is \$2,362,379.50 plus closing costs.

Commissioner Kamalu commented on the funding going to partners in the Human Services area. When the Emergency Operations Policy Committee discusses the additional money coming from the Federal Government, they want someone in the room who is keeping track of what's been funded, and Kent Anderson is probably that person (for the CED Department, in addition to the Clerk/Auditor's Office). There's a lot of money to keep track of, she said. Kent Anderson agreed, adding that it's important that the County's partners are looking for ways they can continue to help provide services made necessary by the impacts of the pandemic. Commissioner Stevenson emphasized that the dollars being paid out to support services mentioned in the Human Services amendments are coming to the County from the Federal Government and not from County taxes.

Commission

Request #2021-207 for Jeff Oyler to serve as Davis County's proxy at Hights Creek Irrigation Stockholders Meeting

20. Request #2021-207 for the appointment of Jeff Oyler, DC Planning Manager, to serve as Davis County's proxy at the annual meeting of stockholders of Hights Creek Irrigation Stockholder Meeting — Presented by Commissioner Elliott

A request was made for the appointment of Jeff Oyler, Davis County Planning Manager, to serve as Davis County's proxy and vote at the annual meeting of stockholders of the Hights Creek Irrigation Company on May 8, 2021. He has been the County's representative for a number of years.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Facilities

Agreement #2021-208 with Andersen Asphalt LLC for Davis Conf. Center parking

21. Agreement #2021-208 with Andersen Asphalt LLC for preventive asphalt maintenance on the Davis Conference Center parking lot — Presented by Facilities Director Lane Rose

The contract period is 05/04/2021 to 07/31/2021. The payable amount is \$44,569.06.

Ratification of Agreement #2021-80-A with Caliber Cleaning Services LLC for cleaning services for the majority of Davis County facilities

22. Ratification of Agreement #2021-80-A with Caliber Cleaning Services LLC for cleaning services for the majority of Davis County facilities — Presented by Facilities Director Lane Rose

It was noted that Caliber Cleaning Services LLC was selected to be the custodial provider for County facilities through the Request for Proposals (RFP) process. The contract period is 05/01/2021 to 05/01/2026. The payable amount is \$329,400 annually.

In response to a question about how this contract differs from the County's previous custodial contract, Commissioners were informed that there is now a hybrid system in which contracted companies are doing daily cleaning of restrooms and other areas, and the County's Facilities department takes care of the deeper-level cleaning items such as carpet cleanings and higher-level dusting. This system is believed to be a better value. The libraries are on the same sort of plan and were part of the selection committee.

Application #2018-72-A with Utah DOPL for electrical apprenticeship for Michael Bret Jensen

23. Application #2018-72-A with Utah Division of Occupational and Professional Licensing (DOPL) for electrical apprenticeship for Michael Bret Jensen — Presented by Facilities Director Lane Rose

A presentation was made for the acceptance of a State of Utah Department of Labor apprenticeship for Michael Jensen for an electrical apprenticeship. The Facilities Department has created a career ladder, with the help of Human Resources, to help technicians reach the journeyman level by going to school and signing up for apprenticeship programs. Over the course of three to four years, they can become journeyman-level skilled workers.

Health Dept.

Agreement #2021-209 with Craig Enterprises, Inc. dba CommGap International Language Services

24. Agreement #2021-209 with Craig Enterprises, Inc. dba CommGap International Language Services to provide language services — Presented by Commissioner Kamalu

The Davis County Health Department will retain the company to provide language services as outlined in Article 1, which has the terms and rates. The contract period begins 04/06/2021. The payable amount is dependent upon services provided.

Amendment #2020-501-B with Utah Dept. of Health for additional funding for Maternal and Child Health

25. Amendment #2020-501-B with the Utah Dept. of Health for additional 3rd & 4th quarter FFY2021 funding for Maternal and Child Health (MCH) — Presented by Commissioner Kamalu

The contract period is 04/01/2021 to 09/30/2021. The receivable amount is \$52,376.

Amendment #2019-145-C with Utah Dept. of Health for STD Disease Intervention

26. Amendment #2019-145-C with the Utah Dept. of Health to increase funding and replace Attachment A for STD Disease Intervention Services — Presented by Commissioner Kamalu

The contract period is 01/01/2021 to 12/31/2021. The receivable amount represents an \$18,000 increase.

Amendment #2021-33-C with Utah Dept. of Human Services for the Alternatives program

27. Amendment #2021-33-C with the Utah Dept. of Human Services, Division of Aging and Adult Services to increase funding for the Alternatives program — Presented by Commissioner Kamalu

The contract period is 03/30/2021 to 06/30/2021. The pass-through amount increases the Alternatives program by \$16,700.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Amendment 4
#2021-33-D
with Utah Dept.
of Human
Services for
vaccine admin.
to older adults

28. Amendment #2021-33-D with the Utah Dept. of Human Services, Division of Aging and Adult Services, adding a new program and funding for vaccine administration to older adults — Presented by Commissioner Kamalu

The contract period is 4/15/21 to 6/30/21. The pass-through amount is \$28,802.

Amendment
#2021-68-A
with Utah Dept.
of Health for
COVID
Community
Partnership

29. Amendment #2021-68-A with Utah Dept. of Health to increase funding and extend the date range for the COVID Community Partnership Project — Presented by Commissioner Kamalu

The contract period is 02/01/2021 to 07/31/2021. The receivable amount is an increase to \$69,253.

Information
Systems

Agreement
#2020-662-A
with Kronos
SaaS, Inc. for
equipment/
support for
Workforce
Ready software

30. Agreement #2020-662-A with Kronos SaaS, Inc. for equipment/support for Workforce Ready software — Presented by Mark Langston

This item was listed on the agenda as an amendment. It was clarified that it is not an amendment; it is an agreement that references a previous contract in which it was specified that the County would buy 30 or more time clocks for the County's new time clock system. It was decided not to purchase that many clocks up front, but to wait for recommendations from the new Human Resources group. HR's recommendation is to now buy 25 more clocks to bring the County's total number to 35. In response to a question about when the system will be in use, Commissioners were told that data is being loaded, and testing is being done, but there is no dry run date yet.

Library

Purchase Order
#2021-210 with
Spacesaver
Intermountain
LLC for shelving
for the new
Clearfield
Branch Library

31. Purchase Order #2021-210 with Spacesaver Intermountain LLC for shelving for the new Clearfield Branch Library — Presented by Library Deputy Director Lynnette Mills

After going through a Request for Quotes (RFQ) process with companies on State contract, Spacesaver Intermountain LLC was selected to supply library shelving because their quote was the most responsive received. The company previously provided library shelving for the Kaysville Branch as well as for the Syracuse branch, where they had to mesh two systems together. The contract period is 05/04/2021 to 09/30/2021. The payable amount is \$116,430.42.

The Clearfield Branch Library's grand opening will likely be in early- to mid-fall. Construction is a little behind schedule because of supply chain issues with concrete and tile.

Donation
Agreement
#2021-211 with
George
McEwan for the
donation of five
office chairs

32. Donation Agreement #2021-211 with George McEwan for the donation of five office chairs — Presented by Library Director Josh Johnson

Commissioners were asked to agree to the donation of five office chairs to the library. The donation is being made by George McEwan, a citizen of Centerville City. Davis County's purchasing manager inspected the chairs and said that they are worth having. The value of the chairs is \$75.

Sheriff's Office

Agreement
#2021-212 with
TruGreen for
lawn care,
fertilizer and
weed control at
Justice Complex

33. Agreement #2021-212 with TruGreen, Limited Partnership for lawn care, fertilizer and weed control at Justice Complex — Presented by Commissioner Kamalu

The service agreement is for four applications per year at a payable amount of \$1,056.60 per application. The contract period begins 04/27/2021, and there is no ending date. The total payable amount is \$4,226.40.

Agreement
#2021-213 with
Vector
Solutions for
software
service for
tracking of all
training for
paramedics

34. Agreement #2021-213 with Vector Solutions for software service for tracking of all training for paramedics — Presented by Commissioner Kamalu

The agreement is for software service for the tracking of all training for paramedics, and includes online medical training. The cost is \$97.25 per year for 50 paramedics, plus an annual subscription at \$395. The contract period is 03/31/21 to 03/30/2022. The payable amount is \$5,257.50.

COMMISSIONERS' MINUTES – DAVIS COUNTY

Motion to Approve Business and Action Items 1-34: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

Commissioner Elliott moved to recess to the Board of Equalization. Commissioner Kamalu 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 Exemption Requests

- Three Tax Exemption requests recommended for approval

Appeals

- One appeal with a recommendation to dismiss due to lack of evidence

Abatements

- One Circuit Breaker abatement recommended for approval
- Three abatements recommended for denial

Corrections

- Ten recommendations to abate taxes based on the 2020 Veteran Exemption

Treasurer's Adjustments

- Small-balance write-offs from 12/01/2020 through 03/31/2021, made up of 160 items totaling \$46.45

Assessor's Adjustments

- A recommendation for a Value Error Correction due to a value error for three years on a parcel

Motion to Approve: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

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

CONSENT ITEMS

Commission
Meeting
Minutes

Meeting Minutes

Meeting Minutes for Work Session Minutes for April 6, 2021, and April 13, 2021, and Commission Minutes for April 6, 2021, were presented for approval.

Motion to Approve: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

COMMISSION COMMENTS

Commissioner
Elliott

Commissioner Elliott reported that the Commissioners spent the morning touring Lifetime Products with Congressman Blake Moore. Lifetime is a tremendous company in Davis County, and Commissioners were able to go behind the scenes and see what the company is doing and how much product they are moving. The business occupies 40-plus buildings at the Freeport Center, and their big warehouse has automation to move products. They also have offices in Tennessee and in China. The Commissioner commented that Lifetime has the need to hire 200-plus employees right now, but people are choosing not to work because of

COMMISSIONERS' MINUTES – DAVIS COUNTY

Federal Government stimulus checks.

“We need to be able to pull out of that and get some workers back into our facilities there,” **Commissioner Elliott** said, noting that Lifetime is having record sales. “It’s a Catch-22. We’ve got people that are home recreating, they’re buying products, but then they need people to help build that product.”

Commissioner Elliott said he planned to attend the West Bountiful City Council meeting as part of the Commissioners’ efforts to attend meetings of all of the different city councils.

Commissioner
Kamalu

Commissioner Kamalu commented that Fremont Island, which is officially in Weber County, recently became a sovereign public island again. All of the various agencies that work with these kinds of lands have been coming together to figure out what to do. Public Works representatives and Commissioner Kamalu toured the island earlier this week, along with two Commissioners from Weber, and the Utah Department of Natural Resources helped them be able to go out and assess it. They saw a gravestone, a cabin, a couple of flight lines, and various other items on the island, and learned about attempts at agriculture there over the decades. There is a noxious weed on the island that is not found in Davis County, and they’re trying to figure out how to deal with it. Ways to get to the island include a 6-mile hike or mountain bike ride along a sandbar or the use of watercraft. The island needs to rest for now.

Commissioner Kamalu mentioned that the island is part of a world-renowned migration area for all kinds of birds. She was able to see how serious the problem is with the recession of the water, which contributes to air quality problems.

MEETING
ADJOURNED

Commission meeting was adjourned at 4:38 p.m.

Motion to Adjourn: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

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

Minutes approved on: 06/15/2021

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor

/s/ Bob J Stevenson
Bob J Stevenson
Commission Chair