

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

April 20, 2021

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on April 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; and 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. the day of the meeting.

Commission Chair Bob J Stevenson welcomed everyone to the meeting. He thanked all present for social distancing, and for wearing masks when not presenting items, due to COVID-19 restrictions.

The meeting convened at 4:00 p.m. and Commissioner Stevenson led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

There were no recognitions, presentations or informational items.

PUBLIC COMMENTS

Public comments were invited; none were made.

BUSINESS/ ACTION

Resolution
#2021-158 for
additional 2021
budget
appropriation
requests.
Budget
increases will
be funded by
new revenues
and/or monies
unspent in the
prior year.

1. Resolution #2021-158 for additional 2021 budget appropriation requests. Budget increases will be funded by new revenues and/or monies unspent in the prior year. — Presented by Chief Deputy Clerk/Auditor Heidi Voordeckers

It was explained that the budget resolution was submitted in advance of the Commission Meeting with a couple of items that were still in process. Those items were discussed by the Budget Committee and presented by Heidi Voordeckers, and the resolution amended to include dollar amounts.

Budget resolution items included payroll for positions in the Recorder's and Sheriff's offices, an increase in Field Training Officer (FTO) pay for Jail Operation Specialists, and funding for related equipment and uniforms. There was a reduction in funding tied to Administration Building security because the County is using internal labor. Other items in the budget resolution included rolling forward unspent Commission Cup and Gala reserves; the use of CARES (Coronavirus Aid, Relief, and Economic Security Act) funding for the Health Department; and Tourism funds to assess the future of tourism in Davis County and to cover higher-than-anticipated costs for asphalt maintenance at the Conference Center. Monies approved last year for a land purchase of property adjacent to the Conference Center were rolled to the 2021 budget year. With the changes proposed on to-be-determined line items, the total impact or spending of fund balance would be \$3,117,817. [The changes were not indicated on the original document presented to Commissioners, but were noted by Voordeckers on a copy of the document.]
See Attachment A, "April 20, 2021 Resolution & Budget Opening Items."

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Commissioner Stevenson opened the Public Hearing. Comments were invited but none were made.

A motion was made to close the Public Hearing and to approve the resolution for the additional 2021 Budget as presented.

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

Animal Care

Amendment #2016-233-D to agreement with Fruit Heights to provide animal services

2. Amendment #2016-233-D to Interlocal Cooperation Agreement with Fruit Heights City to provide animal services — Presented by Davis County Animal Care Deputy Director Ashleigh Young

The contract period is 01/01/2021 to 12/31/2021. The receivable amount is \$19,507.65.

Amendment #2016-235-E to agreement with Sunset City for animal services

3. Amendment #2016-235-E to Interlocal Cooperation Agreement with Sunset City for animal services — Presented by Davis County Animal Care Deputy Director Ashleigh Young

The contract period is 01/01/2021 to 12/31/2021. The receivable amount is \$35,396.29.

Agreement #2021-159 with Heather Smith for vendor booth space at Best Doggone Day! event

4. Agreement #2021-159 with Heather Smith for vendor booth space at Best Doggone Day! event — Presented by Davis County Animal Care Deputy Director Ashleigh Young

An agreement was introduced for Davis County Animal Care to have free booth space at an adoption event on May 15. The event fee for the “Best Doggone Day!” was waived to allow Animal Care to present adoptable dogs and cats.

Memo of Understanding #2021-160 with Weber State University to partner with WSU on projects with individual students and classes

5. Memo of Understanding #2021-160 with Weber State University to partner with Weber State on projects with individual students and classes — Presented by Davis County Animal Care Deputy Director Ashleigh Young

A Memo of Understanding with Weber State University was presented. Animal Care staff would like to attend outreach events and recruit volunteers for programs at Animal Care of Davis County. The agreement period is 07/01/2021 to 06/30/2022. There are no fees associated with the MOU.

Ashleigh Young, who was recently appointed as Animal Care Deputy Director, was invited to introduce herself. She moved to Utah from Oregon. She has been involved in animal welfare for the last 10 years, and this is the third shelter where she has worked.

Attorney's Office

Grant Application #2021-157 to Utah Office for Victims of Crime (UOVC)

6. Ratification of 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 Legal Secretary Kelly Petersen-Hammer

Commissioners were asked to ratify a Victims of Crime Act (VOCA) grant application for the Attorney's Office. The primary purpose of the VOCA grant program is to extend and enhance services to crime victims and crime survivors. It also helps provide training to advocates. Victim advocates for Davis County are Shauna Haacke, Ranae Hart, and Lorraine Hansen. The amount asked for in the first year of the grant, \$111,586.19, is a 10 percent reduction from the year before; of that amount, \$108,882.05 goes to wages and benefits and \$2,704.14 is for training. The second year's request of \$94,848.26 is an additional 15 percent reduction; of that amount, \$92,144.12 will go to wages and \$2,704.14 to training. The contract period is 07/01/2021 to 06/30/2023. The total receivable amount is \$206,434.45.

Gratitude was expressed for the advocates and the important role they play in Davis County. They assist with many of the processes of the criminal justice system, and people would be lost without them.

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Grant Application #2021-156 to Utah Office for Victims of Crime (UOVC) for CJC

7. Ratification of Grant Application #2021-156 to Utah Office for Victims of Crime (UOVC).for Victims of Crime Act (VOCA) to support direct assistance services to victims and survivors of all types of crimes (CJC) — Presented by Children's Justice Center Director Tanya Perkins

A request was made for the Commission to ratify a grant application to the Utah Office for Victims of Crime (UOVC) for the Children's Justice Center (CJC). This VOCA grant is for the Victim Services position, filled by Julie Stephenson. The Victim Services Coordinator provides critical services to the families, children, and caregivers that come into the CJC. Those services include crisis intervention, information, and referral case coordination. Stephenson also serves as coordinator of a multi-disciplinary team made up of detectives, case workers, prosecutors, mental health and medical providers, and CJC staff.

Tanya Perkins said the CJC was asked to cut the amount asked for in the application by 5 percent the first year of the grant, and an additional 15 percent for the second year. The amount applied for is \$28,467.79 in Year 1, and \$27,602.43 in Year 2. The match requirement for Year 1 will be \$7,262.80, and for Year 2 it will be \$6,984, which is for 601 hours for the Victim Services Coordinator, for fringe benefits and salary, supplies for parent packets, and for training. Perkins is going to provide 100 match hours so the grant can pay for her training as well. It is not anticipated that the funding cuts will require the County to come up with more funds for the salary and benefit amounts. Reductions will be made to training and supplies. It is believed that, if needed, the CJC's Friends Board can help make up the difference. The contract period is 07/01/2021 to 06/30/2023. The amount is \$56,070.22.

Commissioners expressed gratitude to the special team at the Children's Justice Center.

Clerk/Auditor

Agreement #2021-161 with The Master's Touch, LLC to prepare and distribute print and electronic Valuation Notices to property owners

8. Agreement #2021-161 with The Master's Touch, LLC to prepare and distribute print and electronic Valuation Notices to property owners — Presented by Davis County Chief Deputy Clerk/Auditor Heidi Voordeckers

The County put together a Request For Quote (RFQ) for Valuation Notice services, to do both print and digital copy, as the transition is made to online access for property owners. The resulting agreement with The Master's Touch, LLC, to prepare and distribute print and electronic Valuation Notices, was presented. The contract period is 04/20/2021 to 12/31/2024. The payable amount is \$15,180 per year based on a parcel count of approximately 110,000.

Commission

Donation #2021-162 to Davis Education Foundation to provide funding for 10 high school Safe Night Graduation Parties

9. Donation #2021-162 to Davis Education Foundation to provide funding for 10 high school Safe Night Graduation Parties — Presented by Commissioner Elliott

A donation was made to the Davis Education Foundation for Safe Night Graduation Parties, which provide safe environments for graduation celebrations for all high schools in the County. Funds will be used to secure facility rentals, and to pay for custodial costs, food, etc. The Commission has donated to Safe Night Graduation Parties for several years from Commissioners' Cup funds. There are no beginning or ending contract dates. The payable amount is \$5,000.

DCHA

Certification #2020-151-A to U.S. Dept. of HUD by State of Local Official of Public Health Authority (PHA) Plans Consistency with the Consolidated Plan

10. Certification #2020-151-A to U.S. Dept. of HUD by State of Local Official of Public Health Authority (PHA) Plans Consistency with the Consolidated Plan — Presented by Trever Ward with Davis Community Housing Authority

Trevor Ward presented information about the Davis Community Housing Authority's Five-Year Plan for the Public Health Authority (PHA) loans it receives from HUD (U.S. Department of Housing and Urban Development). In 2020, Davis Community Housing Authority spent \$350,000 beautifying its properties and making them safer for the community. Projects included putting fire suppression into a unit that wasn't accessible to fire trucks, painting and beautifying common areas, and porch and landing repair. Many of the agency's homes and properties were built between the 1970s and 1990s and need infrastructure repairs to asphalt, pavement, and common area flooring. Security cameras were installed, and a new maintenance vehicle was purchased to replace one that was more than seven years old with high mileage. Some exterior storage facilities that were damaged by wind are being replaced.

This year, which is Year 2 of the plan, approximately \$345,000 will be spent. Most of the money will be for

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revamping and beautifying kitchen and bathroom areas. State and National guidelines are followed, and bids are obtained for projects over \$50 000 with the RFP (Request for Proposal) done electronically through the State website. For Year 3, the agency will continue beautification efforts and working on infrastructure such as plumbing, flooring, and parking. Staff is looking forward to determine what repairs and replacement work will be needed in Year 4 and Year 5. Another replacement vehicle may be purchased in Year 5.

Davis Community Housing Authority is always looking for land and property within Davis County to house more individuals in need, and Ward asked that anybody who knows of land for sale contact the agency. Davis County is requiring cities to address affordable housing issues any chance they can.

Commissioner Kamalu said she toured examples of Davis Community Housing Authority properties throughout the County, and it was obvious that great pride was taken in the maintenance and upkeep.

Discussion was had about the difficulty and expense of finding properties, particularly with the appropriate zoning. In response to a question, Commissioners were informed that the Five-Year Plan is updated on a regular basis to address unexpected damages and needs.

CED

Authorize notice of sale #2021-163 of surplus real property - Tax ID 02-248-0001

11. Authorize notice of sale #2021-163 of surplus real property at Deuel Creek Place Subdivision, 627 East 200 South, Centerville, Tax ID 02-248-0001 — Presented by Community and Economic Development Director Kent Andersen

Commissioners were asked to authorize notice of sale of surplus real property for the Deuel Creek Place Subdivision. Each of the properties has a different minimum bid price, ranging from \$239,000 to \$244,000, which is essentially \$17 per square foot for lots measuring approximately one-third of an acre. The cost associated with this item is for noticing of the sale. The contract period is 04/20/2021 to 06/02/2021. The payable amount is \$250.

Discussion was had about contacting Davis Community Housing Authority regarding the sale of these properties; however, it was noted that zoning and density might be a concern as these properties were subdivided to be sold individually as single family lots.

Authorize notice of sale #2021-164 of surplus real property - Tax ID 02-248-0002

12. Authorize notice of sale #2021-164 of surplus real property - Deuel Creek Place Subdivision 661 East 200 South, Centerville, Tax ID 02-248-0002 — Presented by Community and Economic Development Director Kent Andersen

The contract period is 04/20/2021 to 06/02/2021. The payable amount is \$250. [See Item 11 for discussion.]

Authorize notice of sale #2021-165 of surplus real property - Tax ID 02-248-0003

13. Authorize notice of sale #2021-165 of surplus real property - Deuel Creek Place Subdivision 709 East 200 South, Centerville, Tax ID 02-248-0003 — Presented by Community and Economic Development Director Kent Andersen

The contract period is 04/20/2021 to 06/02/2021. The payable amount is \$250. [See Item 11 for discussion.]

Agreement #2021-166 with Wasatch Front Regional Council for West Davis Corridor Market Study

14. Agreement #2021-166 with Wasatch Front Regional Council for West Davis Corridor Market Study — Presented by Community and Economic Development Director Kent Andersen

The Commission was asked to approve Attachment D of an agreement with Wasatch Front Regional Council, which is a local government understanding and agreement for a transportation land use connection grant that the County applied for in cooperation with five cities. The grant was received and will be used for a market study for the West Davis Corridor. The payable amount for the study is \$161,000; \$150 000 of the total will be paid through the grant, and the remaining \$11,000 will be paid by the five partnering cities. Davis County's contribution is the coordinating staff.

Request #2021-167 for reappointments of the following to the Davis County Tourism

15. Request #2021-167 for reappointments of the following to the Davis County Tourism and Tax Advisory Board (TTAB) - Terry Capener, Lagoon; Jansen Davis, Centerpoint Theatre; Kenny Gertge, Rush Funplex — Presented by Community and Economic Development Director Kent Andersen

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and Tax
Advisory Board
(TTAB)

A request was made that the Commission reappoint the following people to Davis County Tourism and Tax Advisory Board, also known as (TTAB): Terry Capener from Lagoon; Jansen Davis from Centerpoint Theatre; and Kenny Gertge from Rush Funplex.

Facilities

Ratify
agreement
#2021-168 with
Robert I. Merrill
Co. for
bathroom
partition at
Valley View
Club House

16. Ratify agreement #2021-168 with Robert I. Merrill Co. for installation of bathroom partition and grab bars at Valley View Club House — Presented by Facilities Director Lane Rose

An agreement with Robert I. Merrill Co. was presented for ratification. The agreement is for the installation of a partition in the men's bathroom in the basement of Valley View Golf Course, which is part of a remodeling project. The payable amount is \$3,630.

Agreement
#2021-169 with
Great Basin
Engineering Inc.
for topographic
and ALTA survey
services for the
Agriculture
Heritage Center

17. Agreement #2021-169 with Great Basin Engineering Inc. for topographic and ALTA survey services for the Agriculture Heritage Center — Presented by Facilities Director Lane Rose

An agreement with Great Basin Engineering, for a topographical and ALTA survey, was presented. This step will get the new Agricultural Heritage project underway by lining out utilities and showing how much grade and soil will be needed, which will help in the bidding process. Discussion was had about progress on the Agriculture Heritage Center. The property was an old dairy, and a Phase 1 property assessment is underway to make sure there's nothing on the ground. The contract period is 04/20/2021 to 07/16/2021. The payable amount is \$3,900.

Golf Courses

Ratify
assignment
agreement
#2019-631-A
for name
change to
EMSG Food
Services

18. Ratify assignment agreement #2019-631-A for FundRacer Events LLC to EMSG Food Services — name change food services at Valley View Golf Course — Presented by Commissioner Stevenson

A request was made for ratification of an assignment agreement. The agreement is not for a change of providers, but to recognize that the name of the Valley View Golf Course food services provider is changing from FundRacer Events LC to EMSG Food Services.

Health Dept.

Amendment
#2020-458-A
with Utah Dept.
of Health
updating CDC
grant periods
for Tobacco
Contract

19. Amendment #2020-458-A with Utah Dept. of Health updating the CDC grant periods for the Tobacco Contract — Presented by Commissioner Kamalu

An amendment with the Utah Department of Health was presented on behalf of Health Community Service. It is Amendment 1 to the Tobacco Contract, updating the Center for Disease Control (CDC) grant periods. The contract period is 07/01/2020 to 06/30/2021. There is no change in the financial information.

Agreement
#2021-170 with
Accela for
continued
software
licenses and
subscriptions
for
Environmental
Health

20. Agreement #2021-170 with Accela for continued software licenses and subscriptions for Environmental Health — Presented by Commissioner Kamalu

An agreement with Accela was presented on behalf of Health Environmental Services. The agreement is for continued software licenses and subscriptions. The contract period is 06/01/2021 to 05/31/2022. The payable amount is \$28,029.08.

Commissioner Kamalu said it was important to point out that the Health Department has continued its regular work throughout the pandemic. They are doing well, and she is grateful for them.

Library

Agreement
#2021-171 with
Creative
Empire, LLC dba
Mango
Languages for
language
learning
database

21. Agreement #2021-171 with Creative Empire, LLC dba Mango Languages for language learning database — Presented by Library Deputy Director Ellen Peterson

A contract renewal with Mango Languages was introduced. Mango Languages is the language database used at Davis County libraries for learning different languages. There are 73 world languages and 21 different ESL (English as a Second Language) courses people can take. Those who use the program learn how to speak and read the languages through listening, reading, and speaking activities. The contract period is 04/20/2021 to 03/31/2022. The payable amount is \$14,152.

Commissioner Kamalu praised Ellen Peterson, who has only been a deputy director for a short time, but has

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already updated the Library's website, and much more.

Amendment #2021-73-A with FFKR Architects Planners II for feasibility study of South Branch Library

22. Amendment #2021-73-A with FFKR Architects Planners II for the feasibility study of South Branch Library — Presented by Library Deputy Director Matt Goff

An amendment was introduced to a contract with FFKR Architects Planners II for the feasibility study of the South Branch Library, in Bountiful. The scope of the feasibility study is defined to the status of the building and the programming that occurs there. The reason for the amendment is that the original contract was set to end on April 15 and FFKR needs a few more weeks. The amendment extends the deadline to 05/14/2021.

Public Works

Agreement #2021-172 with M & M Asphalt Services to apply slurry seal to various County roads in Bountiful

23. Agreement #2021-172 with M & M Asphalt Services to apply slurry seal to various County roads in Bountiful — Presented by Jason Fielding, Public Works Operations Manager

It was noted that Item 23 was identified incorrectly on the agenda. The agreement is for M & M Asphalt Services to apply a Type III slurry seal to some roads in the south end of the County. The work is to be completed by 06/30/2021. The payable amount is \$81,000.

Agreement #2021-173 with Mountain States Fence to install chain link fencing and gate from the headwall down the slope of Barton Creek basin in Bountiful

24. Agreement #2021-173 with Mountain States Fence to install chain link fencing and gate from the headwall down the slope of Barton Creek basin in Bountiful — Presented by Jason Fielding, Public Works Operations Manager

An agreement with Mountain States Fence was presented. The agreement is for installation of a chain link fence around the inlet structure of the Barton Creek debris basin on the bench of the mountains. This fulfills a requirement of the Department of Dam Safety to fence off inlets to prevent access. The County has had some significant issues with people in the area and had to spend a significant amount of money cleaning up after them. The Department of Dam Safety conducts thorough annual inspections in Davis County. They identified the need to have some protection to keep people from leaving trash in the area and to eliminate any type of hazard. Services are to be completed by 08/31/2021. The payable amount is \$5,830.

Agreement #2021-174 with Mountain States Fence to install chain link fencing and gate from the headwall down the slope of Stone Creek basin in Bountiful

25. Agreement #2021-174 with Mountain States Fence to install chain link fencing and gate from the headwall down the slope of Stone Creek basin in Bountiful — Presented by Jason Fielding, Public Works Operations Manager

Another agreement with Mountain States Fence was introduced, this one for the installation of chain link fencing and gate from the headwall down the slope of Stone Creek basin. Installation is to be completed by 08/31/2021. The payable amount is \$5,530.

Commissioner Kamalu commented that all three Commissioners and three Public Works employees attended the Roads Conference held by the Utah Association of Counties, where one of the topics was mastic used to deal with wider cracks in roads.

Sheriff's Office

Training Reimbursement Agreement #2021-175 with Christine Louise Barton

26. Training Reimbursement Agreement #2021-175 with Christine Louise Barton for the Special Functions and Basic Corrections Academy, including wages, benefits, and meals for the academy — Presented by Chief Deputy Sheriff Susan Poulsen

The contract period is 04/20/2021 through 04/20/2023. The receivable amount of \$13,518.

Training Reimbursement Agreement #2021-176 with Charles Fredrick Spieth

27. Training Reimbursement Agreement #2021-176 with Charles Fredrick Spieth for the Special Functions and Basic Corrections Academy, including wages, benefits, and meals for the academy — Presented by Chief Deputy Sheriff Susan Poulsen

The contract period is 04/20/2021 through 04/20/2023. The receivable amount of \$15,282.

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Motion to Approve Business and Action Items 2 through 27 as presented: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

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

Abatements — Four abatements recommended for denial

Corrections — Four Veteran's Tax Exemptions for 2020

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

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

CONSENT ITEMS

Indigent
Hardship
Abatement
Register

Indigent Hardship Register

A motion was made to hold hearings for the people listed on the Abatement Register.

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

Commission
Meeting
Minutes

Meeting Minutes

Meeting Minutes for March 16, 2021, were presented for approval.

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

COMMISSION COMMENTS

Commissioner Elliott commented that spring is in the air, and the West Davis Corridor is on the move. Trucks are rolling and construction includes putting in the pylons. They'll be making their way through West Farmington shortly. As Commissioner Kamalu mentioned, the Commissioners went to a Road show in Vernal, Utah. It was very helpful for the Commissioners to get an understanding of different roads and issues. They also heard from the State delegation, and the Governor came out and signed some bills. Conversations were had with the Department of Natural Resources director about backcountry roads and similar discussions are being held with the Forest Service.

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Commissioner Elliott also mentioned that he spoke with Northern Utah [Economic Alliance] Director Chris Roybal about happenings in the area, including hiring being done by Northrop Gumman — it's very exciting for the local economy. Northern Utah's economy is doing really well, which doesn't help with high cost of housing, but unemployment is really low and it is hard to find good employees right now because of that. He said it's a win that our economy is doing well, and he'd rather be doing really well than really poorly.

Commissioner Stevenson said Commissioners appreciate all the things that are going on in Davis County.

MEETING
ADJOURNED

Commission meeting was adjourned at 4:47 p.m.

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

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

- A. "April 20, 2021 Resolution & Budget Opening Items"

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

Minutes approved on: 05/18/2021

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor

/s/ Bob J Stevenson
Bob J Stevenson
Commission Chair