

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES

08/03/2021

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on 08/03/2021, 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 Lorene Miner Kamalu; Curtis Koch, Davis County 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 Curtis Koch led the Pledge of Allegiance.

Recognitions,  
Presentations &  
Informational  
Items

Presentation of Employee Service Awards for August — *Presented by Commissioner Kamalu*

**Health Department** — *Presented by Commissioner Kamalu*

- Susan Stonehocker, five years with the Health Department. Susan Stonehocker was not in attendance. Commissioner Kamalu stated the County is so grateful for the work of Susan.

**Information Systems** — *Presented by Director Mark Langston*

- Thomas Hacking, twenty years with Information Systems. Tom started as one of our programmers and has moved up to one of our DBA's. He is our knowledge source when it comes to SQL. Commissioner Kamalu asked what SQL stood for. Mark Langston explained it is query language, how you query our data. Mark has been with Davis County for a long time and has done a great job. He has helped support in elections and been involved in a lot of different things here at the County. We are pleased to still have him.

**Library** — *Presented by Director Josh Johnson*

- Kori Roberts, five years with the Library. Kori Roberts was not in attendance.
- Tyler Vowles, five years with the Library. Tyler Vowles was not in attendance.
- Chelsa Echeverria, fifteen years with the Library. Chelsa has split her time with the County in half between Records Supervisor at the South Branch and as part time Librarian at the Syracuse Branch. Chelsa is very efficient and effective, she also brings a smile which is a unique combination. She has been a big part of our success at the Library.

**Treasurer** — *Presented by Treasurer Mark Altom*

- Nancy Clark-Smith, five years with the Treasurer. Nancy has been part time with the Treasurer's Office. Nancy is good with the taxpayers. She can diffuse someone who is upset with her people skills. She has a wonderful sense of humor.

**Sheriff's Office** — *Presented by several department heads*

*Captain Daley presented for Justice Services*

- Tracy Jensen, five years with the Sheriff's Office. Tracy began his career in 1997 at Syracuse Police Department where he earned the rank of Lieutenant and eventually came on board with the County. He currently serves as Judge Hamilton's Bailiff in the Layton Court. Due to COVID-19, they do a lot of video court inside the jail where he manages the courts there. Tracy signs up for a lot of overtime shifts. He is always willing to help the Sheriff's Office with the advancement of our mission.

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## *Captain West presented for the Patrol Division*

- Reegan Thurston, five years with the Sheriff's Office. Reegan Thurston was not in attendance. Captain West advised Reegan just transitioned from the courts to patrol and is in firearms training today.
- Neil Major, twenty years with the Sheriff's Office. Neil Major was not in attendance. Captain West stated Neil has retired and was a great asset to our department.

## *Captain Boydston presented for the Corrections Division*

- Darrin Rubens, five years with the Sheriff's Office. It has been a challenging year in the pandemic working in corrections with all the changes we have made. Deputy Rubens has done it and I've never heard one complaint about all the changes. His Sergeant says only good things about Deputy Rueben. We look forward to great things from him.
- Brian Lundgren, Five years with the Sheriff's Office. Brian Lundgren was not in attendance.

## *Sheriff Sparks Presented for 911 Emergency*

- Cynthia Archbold, thirty years with the Sheriff's Office. Sheriff Sparks said Cynthia is a delight to be around. She has done great service. He stated he can't imagine the lives that she has saved over those 30 years. Cynthia Archbold was not in attendance.

Commissioner Kamalu expressed gratitude for everyone's service in the County.

## PUBLIC COMMENTS

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The public was invited to make comments to the Commission. No comment was made.

## Public Hearing

### **Public Hearing regarding sale of surplus real property - Presented by Community and Economic Development Director Kent Andersen**

This public hearing is following up from a July 6th meeting where the Davis County Commission made a motion to authorize the publishing of the notice of sale of surplus real property. There are three separate parcels:

1. Tax ID 07-080-0129 Davis Park Driving Range located at 650 S US Highway 89 in Fruit Heights
2. Tax ID 08-024-0041 located at 700 W 1900 South in Kaysville
3. Tax ID 12-106-0060 located on the Syracuse Drain at 3400 S 1500 West in Syracuse

Commissioner Stevenson opened the public hearing. No comment was made.

Commissioner Stevenson announced the Commission will not be taking action on this.

Motion to Close Public Hearing: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

## Public Hearing

### **Public Hearing regarding additional 2021 budget appropriation requests and adjustments -Presented by Chief Deputy Auditor Heidi Voordeckers**

The first item is an Amendment to the General Fund, Fund 10, recognizing additional EMS grant revenues associated with contract 2019-487-A, Totaling \$3,525. Expenditures \$3,525.

The Legal Defenders have received the IDC Grant for partial wage reimbursement. \$28,400 in state grant revenues with associated payroll items of \$28,400 for wages. Benefits are the County's responsibility, totaling \$14,583. Note, these are prorated amounts through the end of 2021.

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Fund 63 is a reclassification of one of our vacant positions from a Maintenance Worker II to a Journey Maintenance Specialist. The cost of making that change through 2021 will be \$6,500 for wages and \$2,500 for benefits.

We received the distribution from the State and Local Recovery Funds (SLFRF) of \$34,500.00 last week. This is a distribution and assignment to programming, which will cost \$525,417. This is for positions and the capacity to address the Justice System backlog as the courts have come back online.

Request for three new contracted Legal Defender positions at a cost of \$37,500, each through the end of 2021.

Request for wages for a contracted Social Worker in the amount of \$41,667.

\$4,500 for equipment for the Legal Defender's Office to support those positions.

Request for two new Senior Attorneys in the Attorney's Office at a combined cost of \$140,000 for wages and benefits.

\$50,000 wages and benefits for an Attorney I.

\$41,667 in wages and benefits for a Paralegal.

\$8,333 for a part time Law Clerk.

\$24,000 for equipment to support those new positions.

\$70,833 in wages and benefits for two case managers in Pre-Trial.

\$4,000 for equipment for those new positions.

Commissioner Stevenson opened up the Public Hearing. No comments were made.

Motion to Close Public Hearing: Com. Stevenson

Seconded: Com. Kamalu

All voted Aye

## BUSINESS/ ACTION

Resolution #2021-0353 for additional 2021 budget appropriation requests and adjustments to revenues including funding for additional positions to address Justice System case backlog due to COVID19 using State and Local Fiscal Recovery Funds (SLRF).

### **1. Resolution #2021-0353 for additional 2021 budget appropriation requests and adjustments to revenues including funding for additional positions to address Justice System case backlog due to COVID19 using State and Local Fiscal Recovery Funds (SLRF) — Presented by Clerk/Auditor Curtis Koch**

Curtis Koch commented on the 2021 budget appropriation and adjustments to revenues public hearing stating, for the record, this was the public hearing and the public notice has taken place. He detailed that the significant portion of the \$525,417 is related to our State and Local Recovery Funds (SLFRF). There are significant requirements. In this instance, this is a direct result of the pandemic and we need to act with expedience so we have moved forward with funding those positions. Moving forward, we will seek additional public comment on the spending of those funds.

[The contract period is 08/03/2021 to 12/31/2021. The payable amount is \$23,583. ]

Commissioner Kamalu commented that having jury trials delayed for so long has certainly impacted the entire system. She thanked those doing their best to help the individuals impacted.

Motion to Approve: Com. Stevenson

Seconded: Com. Kamalu

All voted Aye

## Animal Control

Amendment #2019-0506-A of agreement with Sydnee's Pet Grooming for pet adoptions.

### **2. Amendment #2019-0506-A of agreement with Sydnee's Pet Grooming for pet adoptions — Presented by Interim Deputy Director Ashleigh Young**

This Amendment is to have off-site adoption partners reflect the slight increase to the County's adoption fees. The contract period is 07/22/2021 to 09/22/2022.

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

## Clerk/Auditor

Ordinance repealing and replacing chapter 2.36 of the Davis County Code Regarding Records Access and Management.

### **3. Ordinance repealing and replacing chapter 2.36 of the Davis County Code Regarding Records Access and Management — Presented by Chief Deputy Brian MCKenzie**

Commissioner Stevenson advised the Ordinance repealing and replacing Chapter 2.36 has been tabled per the request made in the prior Work Session meeting in order to refine the Ordinance.

Motion to Table item 3: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

## CEO

Agreement #2021-0354 with Cheyenne Twitchell to assist the Tourism department with digital marketing needs and other marketing tasks.

### **4. Agreement #2021-0354 with Cheyenne Twitchell to assist the Tourism department with digital marketing needs and other marketing tasks — Presented by Director Kent Andersen**

This item was introduced with no further discussion. The contract period is 08/03/2021 to 01/31/2022. The payable amount is \$3,000.

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

## Health

Agreement #2021-0355 with the Utah Department of Health for Integrated Viral Hepatitis Surveillance and Prevention activities funding.

### **5. Agreement #2021-0355 with the Utah Department of Health for Integrated Viral Hepatitis Surveillance and Prevention activities funding — Presented by Director Brian Hatch**

This item was introduced with no further discussion. The contract period is 05/01/2021 to 04/30/2026. The receivable amount is \$7,035.

Amendment # 2018-0018-C to agreement with Worldwide Environmental Products (WEP).

### **6. Amendment #2018-0018-C to agreement with Worldwide Environmental Products (WEP) for the services provided during the 2022 calendar year — Presented by Director Brian Hatch**

This item was introduced with no further discussion. The contract period is 08/03/2021 to 12/31/2022. The payable amount is \$126,000.

Amendment #2012-0035-B to contract with Worldwide Environmental Products (WEP).

### **7. Amendment #2012-0035-B to contract with Worldwide Environmental Products (WEP) to provide analyzers and vehicle information database and set the fee amount collected by WEP — Presented by Director Brian Hatch**

Brian Hatch advised that with this contract, Worldwide Environmental receives a fee for every test provided in the County as reimbursement. The contract period is 08/03/2021 to 12/31/2022.

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Motion to Approve items 5-7: Com. Kamalu  
Seconded: Com. Stevenson  
All voted Aye

## Sheriff

Ratification of amendment #2020-0502-B to the 2021 Annual Operating and Financial Plan with the USDA, Forest Service to increase funding for law enforcement services.

### **8. Ratification of amendment #2020-0502-B to the 2021 Annual Operating and Financial Plan with the USDA, Forest Service to increase funding for law enforcement services — Presented by Chief Deputy Susan Poulsen**

Susan Poulsen stated the previous contract was for \$11,000. This amendment is for a one time increase of \$13,600 for a total of \$24,600 for the year.

Commissioner Kamalu asked if there was a reason provided for this one time increase. Susan Poulsen answered, stating they had excess funding and have chosen to distribute that. The contract period is 10/01/2020 to 09/30/2025. The receivable amount is \$13,600.

Agreement #2021-0356 with Utah State Parks and Recreation.

### **9. Agreement #2021-0356 with Utah State Parks and Recreation for NCIC HIT Confirmations — Presented by Chief Deputy Susan Poulsen**

Susan Poulsen clarified a HIT Confirmation is a positive response indicating the records have been found active in the National Crime Information Center. A HIT means the record is active and action needs to be taken on a stolen vehicle or an individual who is wanted nationally, for example. The contract began 7/1/2021.

Training reimbursement agreement #2021-0357 for Special Functions and Basic Corrections Academy.

### **10. Training reimbursement agreement #2021-0357 for Special Functions and Basic Corrections Academy — Presented by Chief Deputy Susan Poulsen**

This contract will include wages, benefits and training costs. The contract period is 08/03/2021 to 08/03/2023. The receivable amount is \$16,338.

Training reimbursement agreement #2021-0358 for law enforcement officer training.

### **11. Training reimbursement agreement #2021-0358 for law enforcement officer training including wages, benefits and training costs — Presented by Chief Deputy Susan Poulsen**

This item was introduced with no further discussion. The contract period is 08/03/2021 to 08/03/2023. The receivable amount is \$16,246.30.

Commissioner Kamalu asked if we are no longer providing the names of those officers under contract. Curtis Koch answered her question by explaining that Law Enforcement records are protected, therefore, we are leaving the names of officers or future officers off of the public agenda.

Interlocal Agreement 2021-0359 with Bountiful City, Clearfield City, and Layton City.

### **12. Interlocal Agreement #2021-0359 with Bountiful City, Clearfield City, and Layton City regarding shared public safety information system and virtual consolidation of dispatch services — Presented by Chief Deputy Susan Poulsen**

This item was introduced with no further discussion. The contract period is 08/03/2021.

Motion to Approve items 8-12: Com. Stevenson  
Seconded: Com. Kamalu  
All voted Aye

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## Treasurer

Amendment #2016-0194-A to the Request for Electronic Account from Valley View Golf Course to process event registrations online through Stripe.

### **13. Amendment #2016-0194-A to the Request for Electronic Account from Valley View Golf Course to process event registrations online through Stripe — Presented by Treasurer Mark Altom**

Items 13 and 14 are agreements to enter into a subcontract with Stripe to process registrations for golf events for Davis Park Golf Course and Valley View Golf Course. These fee percentages are estimated by the volume of past events.

Amendment #2016-0194-B to the Request for Electronic Account from Davis Park Golf Course to process event registrations online through Stripe.

### **14. Amendment #2016-0194-B to the Request for Electronic Account from Davis Park Golf Course to process event registrations online through Stripe — Presented by Treasurer Mark Altom**

Commissioner Kamula read the terms, noting both are several year contracts. The contract period for both Valley View and Davis Park Golf Courses is 08/03/2021 to 12/31/2026. The payable amount is \$1,400.

Motion to Approve items 13 and 14: Com. Kamalu

Seconded: Com. Stevenson

All voted Aye

## CONSENT ITEMS

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Indigent Hardship Abatement Register

### **Indigent Hardship Register**

Motion to deny and hold a hearing: Com. Kamalu

Seconded: Com. Stevenson

All voted Aye

Commission Meeting Minutes

### **Meeting Minutes**

Meeting Minutes for June 29, 2021 and July 6, 2021 as well as the Work Session Minutes for July 20, 2021, were presented for approval.

Motion to Approve: Com. Kamalu

Seconded: Com. Stevenson

All voted Aye

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

## BOARD OF EQUALIZATION

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Property Tax Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor, as follows:

### **Auditor's Adjustments:**

#### **Tax Exempt Requests:**

- Three parcels with the recommendation for partial approval of exemption and the recommendation to deny a portion of those same parcels as they are not for exclusive use in the 2021 tax year
- Two parcels were recommended for exemption

#### **Abatements:**

- Three abatements with the recommendation to deny

#### **Corrections:**

- Twelve Veteran Exemption Tax Abatements
- One exemption for a property owned by another governmental entity

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**Accessor Adjustments:**

**Personal property Penalty Waivers:**

- One Personal Property waiver

**Accessor Initiated Corrections:**

- Nine parcels for a total of \$264,585

Motion to Approve: Com. Kamalu

Seconded: Com. Stevenson

All voted Aye

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

COMMISSION  
COMMENTS

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Commissioner Stevenson invited comments from the Directors.

**Commissioner Kamalu** commented on the open house that was held for the new Receiving Center for our County. The Receiving Center is largely handled by Davis Behavioral Health, they do a great job. Our Sheriff and his office have been incredibly supportive to get the Receiving Center up and running over the last year and a half. The Sheriff's Office shared space while a more permanent location for the Receiving Center was opened, Commissioner Kamalu expressed gratitude for their work. She further explained that this program is a true diversion for the individuals who qualify. Rather than being booked into jail, sometimes what they need is the opportunity for treatment and to be able to continue with their livelihood and caring for their family, it is an amazing program. Davis County and Davis Behavioral Health led the way for this with the first pilot and it is now being done in other areas in the State. We are really proud of that and thankful for everyone who has made this so tremendously successful, including the partnerships with the 15 law enforcement agencies in the cities of our County.

MEETING  
ADJOURNED

Commission meeting was adjourned at 10:35 a.m.

Minutes prepared by:

Rian Santoro

Deputy Clerk/Auditor

Minutes approved on: 08/24/2021

/s/ Curtis Koch

Curtis Koch Clerk/Auditor

/s/ Bob J Stevenson

Bob J Stevenson

Commission Chair