

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES

June 4, 2019

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10 a.m. on June 4, 2019, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Proper 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 a.m. and Heidi Voordeckers led the Pledge of Allegiance.

Recognitions,  
Presentations &  
Informational  
Items

**Request for Proposals (RFP) Opening for the Justice Complex Skylight Project** — *Presented by Curtis Koch, Davis County Clerk/Auditor*

Curtis said Wasatch West Contracting, in Clearfield, was the only company to submit a bid for this project. The bid was turned over to Dax [Teuscher, Davis County Purchasing Manager] who will review the submission for completion before giving the bid to the department for review. The project is unique and due to receiving only one bid, the recommendation will be made based on the project's budget.

**Notice of Intent to engage in contract negotiations with Granite Construction Company for the Mutton Hollow Phase II Street Rebuild Project** — *Presented by Dax Teuscher, Davis County Purchasing Manager*

This notice of intent for the Mutton Hollow Phase II project allows negotiations to begin with Granite Construction Company.

**Wells Fargo Commercial Account opened to hold trustee funds by Davis County Sheriff's Office** — *Presented by Curtis Koch, Davis County Clerk/Auditor, and Mark Altom, Davis County Treasurer*

Curtis began by saying this is to notify the Commission the County will be opening a second bank account. Historically, there has only been one account, but a second one will be created for inmate funds. Since these funds technically are not County property, it was decided to keep them in a separate account.

Mark corrected that this will be the County's third bank account; the first being a collector account for the fiduciary tax trust and the second is a general account. The new main account will be for inmate commissary funds with a sub account for related uses. When discussing the creation of a third account, the County attorneys counseled that separating the funds would be the best course of action. Davis County uses Wells Fargo for all its commercial banking needs since they bought out First Security Bank. The Commission asked if a request for proposals (RFP) process was used to choose Wells Fargo. Mark explained in the past, there has been an RFP but not recently because there has not been a need as outlined by Davis County financial policy. He added that within the next few years, the County might need to do an RFP, but each time an RFP is proposed, Wells Fargo lowers its prices for the County's services. Mark also pointed out that the RFP process does not cover the incidental expenses of changing banks, such as software and hardware changes.

### PUBLIC COMMENTS

The public was invited to make comments to the Commission.

There were no public comments.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## BUSINESS/ ACTION

Public Hearing to consider approval of additional 2019 budget appropriation requests which will be funded by new revenues and/or monies unspent in the prior year

**Public Hearing to consider approval of additional 2019 budget appropriation requests which will be funded by new revenues and/or monies unspent in the prior year** — *Presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor*

Commissioner Stevenson moved to open the Public Hearing. Commissioner Kamalu seconded the motion. All voted Aye.

This budget amendment proposal was sparked by the bid opening for a Public Works project which needed additional funds, amongst other changes requested by different departments. The first change is a transfer out of the fund balance of \$1 million from Tourism to go towards Donations. It is proposed because of an expansion of the Station Park Redevelopment Project which now includes a proposed arena, which is eligible to use donation funds in lieu of increment funds. The second is a budget clean up item to the telephone allocation for Dispatch, 911 Emergency, which was short by about \$2,690. Also, Fund 21 B Roads has a proposed increase of \$410,738 for the Mutton Hollow reconstruction project since the bids came in higher than anticipated. This project was originally budgeted a few years ago, and the cost has increased since then. Lastly, an upgrade to the software and hardware upgrade for the County's telephone system is being proposed using Fund 62, which includes offsetting revenue from the internal services fund. In total, the proposed amendments will use \$1,572,370 coming from Funds 18, 19, 21, and 62.

Commissioner Elliott invited public comments. There were no public comments.

Resolution #2019-300 for additional 2019 budget appropriation requests

**Resolution #2019-300 for additional 2019 budget appropriation requests which will be funded by new revenues and/or monies unspent in the prior year** — *Presented by Heidi Voordeckers, Davis County Chief Deputy Clerk/Auditor*

A motion was made to close the public hearing and approve the Resolution for the presented budget amendments. The resolution period is 06/04/2019 to 12/31/2019. The total amount is \$1,572,370; see the Resolution for the specific payable or receivable amounts.

Motion to Approve: Com. Stevenson

Seconded: Com. Kamalu

All voted Aye

Agreement #2019-301 to transfer possession of animals

**Agreement #2019-301 to transfer possession of animals** — *Presented by Rhett Nicks, Davis County Animal Care & Control Director*

This contract is to transfer the cattle from one location to another; the animals will remain in Davis County's custody. It is anticipated this transfer will no longer be needed by September, but the contract expires in January 2020 just in case. The contract period is 05/28/2019 to 12/31/2019. The payable amount is \$350 per month.

Amendment #2016-246-C to the interlocal cooperation agreement with Kaysville City for animal services

**Amendment #2016-246-C to the interlocal cooperation agreement with Kaysville City for animal services** — *Presented by Rhett Nicks, Davis County Animal Care & Control Director*

This agreement with Kaysville is for the 2019 animal care and control services. The contract period is 01/01/2019 to 12/31/2019. The receivable amount is \$76,551.07.

Motion to Approve Items: Com. Kamalu

Seconded: Com. Stevenson

All voted Aye

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Agreement #2019-302 with Runbeck Election Services, Inc. for ballot printing and mailing services

**Agreement #2019-302 with Runbeck Election Services, Inc. for ballot printing and mailing services — Presented by Shelly Jackson, Davis County Deputy Clerk Manager**

This contract with Runbeck is for the printing and mailing services for the ballots. They are the County's new vendor and are based out of Phoenix [Arizona]. This week [June 3-7, 2019] is the candidate filing period for the cities and special districts and the ballots will be sent to the printer the following week. Curtis Koch, Davis County Clerk/Auditor, explained the County switched vendors since Runbeck is a closer location in case the County needs to visit the facility, to improve efficiencies, and because they offer additional ballot tracking services than the previous vendor. [The contract period ends 12/31/2022. The payable amount is per the fee schedule; see Exhibit A.]

Interlocal Agreement #2019-303 with South Weber Water Improvement District for 2019 election services

**Interlocal Agreement #2019-303 with South Weber Water Improvement District for the 2019 Municipal Primary and General Elections services — Presented by Shelly Jackson, Davis County Deputy Clerk Manager**

This agreement with the South Weber Water Improvement District is for Davis County to help provide services for their 2019 Primary and General elections if needed. [The contract period ends 12/06/2019. The receivable amount is per the fee schedule.]

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

Amendment #2018-78-A with SWCA Environmental Consultants to include additional scope of work to finish the NEPA process for the Bonneville Shoreline Trail

**Amendment #2018-78-A with SWCA Environmental Consultants to include additional scope of work to finish the National Environmental Policy Act (NEPA) process for the Bonneville Shoreline Trail — Presented by Jeff Oyler, Davis County Planning Manager**

This is an extension of the existing contract with SWCA Environmental Consultants, who is currently conducting a National Environmental Policy Act (NEPA) assessment on the Bonneville Shoreline Trail. The U.S. Forest Service requested a professional trail builder to review the alignment on the Forest Service lands to ensure the proper guidelines are met, increasing the contract amount by over \$19,000 [\$19,233]. This request was anticipated so the initial budget was planned accordingly. Although the contract goes through to the end of this year, the work is expected to be done by the end of the summer, even though coordinating with the Forest Service has taken a while. Overall, this is an effort to connect the trails within Davis County with funds received from the State Legislature a few years ago. The contract period is 02/20/2018 to 12/31/2019. The payable amount is an increase of \$19,233 for a total of \$91,724.

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

Agreement with Jared Hancock for postponement of street improvements

**Agreement with Jared Hancock for postponement of street improvements on property located at 5262 West 2425 North in Hooper, Utah — Presented by Jeff Oyler, Davis County Planning Manager**

This item was requested to be tabled. It is part of an action for a subdivision, but the subdivision did not make it onto this week's agenda.

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

Memo of Understanding #2019-304 with HAFB for the dispensing of

**Memo of Understanding #2019-304 with Hill Air Force Base (HAFB) for the dispensing of supplies from the Strategic National Stockpile (SNS) during a public health emergency — Presented by Brian Hatch, Davis County Health Director**

# COMMISSIONERS' MINUTES – DAVIS COUNTY

supplies from the SNS during a public health emergency

This memo authorizes the County to operate a pre-positioned, closed pod on Hill Air Force Base (HAFB) during an emergency to distribute the Strategic National Stockpile (SNS) supplies, including prophylactic medication. Most of the pods were designed and set up during the H1N1 flu pandemic. The contract period begins 06/04/2019 and has no end date. [The memo is neither payable nor receivable.]

Agreement #2019-305 with the VA to furnish medically necessary services

**Agreement #2019-305 with the U.S. Department of Veterans Affairs (VA) to furnish medically necessary hospital care, medical services and/or extended care — Presented by Brian Hatch, Davis County Health Director**

Davis County runs a program that helps veterans receive access to medical care. This agreement with the Veterans Affairs office in Salt Lake allows Davis County to continue participating in the program. The contract period is 06/04/2019 to 06/03/2022. The receivable amount depends on the services provided.

Application #2019-306 for partnership with Utah Diaper Bank to provide diapers at no charge for families in crisis

**Application #2019-306 for partnership with Utah Diaper Bank to provide diapers at no charge for families in crisis — Presented by Brian Hatch, Davis County Health Director**

This application is also an agreement with the Utah Diaper Bank to help augment the Women, Infants, and Children (WIC) Clinic by providing diapers free of charge to qualifying clients. Part of the agreement helps with advertising and other incentives for this service and the WIC program in general. The program remains in effect as long as the County chooses to utilize it. The contract period begins 06/03/2019 and has no end date. The application is neither payable nor receivable.

Memo of Understanding #2019-307 Clearfield Job Corps Center to implement the PREP among residents

**Memo of Understanding #2019-307 with the Management and Training Corporation and Clearfield Job Corps Center to implement the Personal Responsibility Education Program (PREP) among residents — Presented by Brian Hatch, Davis County Health Director**

One of the programs recently added to the Clearfield Job Corp Center is the Personal Responsibility Education Program (PREP) which educates students about sexually transmitted diseases (STDs) and other related topics. The Clearfield Job Corp usually has about 1,000 students in residence. The contract period is 06/03/2019 to 09/30/2019. The memo is neither payable nor receivable.

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

Agreement 2019-308 with Prenda Inc. for computer coding programs and database for libraries

**Agreement #2019-308 with Prenda Inc. for computer coding programs and database for libraries — Presented by Josh Johnson, Davis County Library Chief Deputy**

This agreement with Prenda is for the Code Club and doubles as a database. The program and the portable computer lab was successfully tested out last year with the public and library administrators. This contract is for a single program license at one location at a time. The Library will rotate the computer lab between the different branches every month. On average, there are 20 participants in the Code Club per meeting. In the first part of this year there were 317 participants total who did 124 hours of coding on site, but about 240 participants did coding from home. These numbers show the program has been well received. In general, the program helps increase knowledge on the various coding languages, improve job skills, and provides a list of current resources for coding outside of Prenda. Because it took about four months to get the program running, Prenda extended the contract by four months at no cost to the County, instead of doing it just for a year. The contract period is 06/01/2019 to 10/01/2020. The payable amount is \$4,000.

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

# COMMISSIONERS' MINUTES – DAVIS COUNTY

Plan #2019-309 to the State of Utah for SFY 2020 Beer Tax Funds Plan

**Plan #2019-309 to the State of Utah for State fiscal year (SFY) 2020 Beer Tax Funds Plan** — Presented by Chief Deputy Susan Poulsen, Davis County Sheriff's Office

This is the fiscal year (FY) 2020 annual Beer Tax Funds Plan, and the receivable amount is an estimate based on last year's funds. This plan outlines how the funds will be used for prevention, treatment, law enforcement, prosecution, and/or confinement programs. Once approved by the County, the plan will be given to the State. Attached to the plan are last year's statistics. The reporting period is 07/01/2019 to 06/30/2020. The receivable amount is \$185,006.

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

Summary List #2019-310 of four low-dollar, low-risk agreements with the Legacy Events Center

**Summary List #2019-310 of four low-dollar, low-risk agreements with the Legacy Events Center** — Presented by Dave Hansen, Davis County Legacy Events Center Director

This summary list is for four low-dollar, low-risk agreements. There are a few RV rentals, but there is also a realtor-client appreciation carnival and a women's conference who will host the motivational speaker, Meg Johnson. The contract period is 06/06/2019 to 10/11/2019. The receivable amount is \$2,085.

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

Agreements #2019-318 through #2019-324 to block rooms for participants of the 2019 Tour of Utah

**Agreements #2019-318 through #2019-324 to block rooms for participants of the 2019 Tour of Utah** — Presented by Haley Rodgers, Davis County Tourism Coordinator

These are all the separate lodging agreements for the Tour of Utah participants. The number of rooms and the cost vary between the different facilities since not all the participants can fit at one location.

- Agreement #2019-311** with Hilton Garden Inn: \$4,760 for 40 rooms
- Agreement #2019-312** with Home2 Suites: \$2,261 for 19 rooms
- Agreement #2019-313** with Holiday Inn Express: \$2,616 for 24 rooms
- Agreement #2019-314** with Hampton Inn in Layton: \$2,071 for 19 rooms
- Agreement #2019-315** with Fairfield By Marriott: \$1,666 for 14 rooms
- Agreement #2019-316** with TownPlace Suites: \$1,428 for 12 rooms
- Agreement #2019-317** with Courtyard by Marriott: \$4,284 for 36 rooms
- Agreement #2019-318** with Best Western: \$3,920 for 40 rooms
- Agreement #2019-319** with Comfort Inn: \$4,059 for 41 rooms
- Agreement #2019-320** with La Quinta Inn: & Suites \$3,848 for 37 rooms
- Agreement #2019-321** with Days Inn: \$1,311 for 19 rooms
- Agreement #2019-322** with Country Inn & Suites: \$5,995 for 55 rooms
- Agreement #2019-323** with Best Western [PLUS] in North Salt Lake: \$3,168 for 32 rooms
- Agreement #2019-324** with Hampton Inn in Woods Cross: \$1,526 for 14 rooms

The participants will be staying from Aug. 14 to Aug. 16; some will be staying later while others will be coming earlier. In total, the cost is \$42,913 for 402 rooms. The contract period is 08/14/2019 to 08/16/2019. The individual payable amount varies, see the individual agreements.

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

Agreement

**Agreement #2019-325 with the Davis Conference Center to provide banquet services to the Tour of Utah**

# COMMISSIONERS' MINUTES – DAVIS COUNTY

#2019-325 with the Davis Conference Center to provide banquet services to the TOU Stage 3 participants

**(TOU) Stage 3 participants** — *Presented by Haley Rodgers, Davis County Tourism Coordinator*

The participants in the Tour of Utah (TOU) require a specific diet, so the meals will be provided at the Davis Conference Center. A total of 275 dinners and 275 breakfasts will be provided from Aug. 15 and Aug. 16. The payable amount includes the cost of the banquet services. The contract period is 08/15/2019 to 08/16/2019. The payable amount is \$14,575.

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

Commissioner Kamalu moved to recess to Board of Equalization. Commissioner Stevenson 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:

Under Auditor adjustments are one recommendation for tax-exempt status, one appeal recommended to be approved, and one correction. Under Assessor adjustments is a report with one recommendation to waive the penalty for late filing.

The Commission asked why the late filing penalty is being waived. Curtis explained this action is being recommended by the Assessor. Based on what he can recall, the Assessor's office will waive the late filing fee only once for the business to educate rather than punish, since most are small and do not have accounting services on staff.

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

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

## CONSENT ITEMS

---

Check Registers

### Check Registers

Check Registers were approved.

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

Indigent Hardship Abatement Register

### Indigent Hardship Abatement Register

The Indigent Abatement Register for the following names were presented for approval:

Alan Gomm

Karen Kriegbaum

Kathryn Rueckert

Ann Spraw

Janette Mabey, now that additional documents have been received



# COMMISSIONERS' MINUTES – DAVIS COUNTY

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

## COMMISSION COMMENTS

---

**Commissioner Kamalu** said there were many nice Memorial Day programs held by the cities across the County. It is great to have that holiday for those individuals and families who sacrificed so much. She recently attended the annual Energy Summit. There was a panel that discussed how local governments work with energy issues and opportunities. In Davis County, Kaysville and Bountiful have their own power companies serving their citizens while everyone else uses Rocky Mountain Power. There was a lot of discussion about how the State is moving forward with power and the options involved, especially how it applies to the fossil fuels in rural counties. People from across the whole industry attended the summit. Also, there was a peaceful demonstration during the policy portion of the summit when Governor [Gary Herbert], National Secretary of Energy [Rick Perry], and other individuals were holding a panel discussion. Overall, Commissioner Kamalu said energy is a big deal and is important to keep up on.

**Commissioner Elliott** said he and Commissioner Stevenson both attended a breakfast hosted by Envision Utah where they discussed the possibilities of earthquakes along the Wasatch Front. After that discussion, Commissioner Elliott hopes they never happen because the quake's liquefaction factor would be like those in Corpus Christi [Texas] and New Zealand. As part of the breakfast, the attendees were given a fortune cookie that described what happened to them and/or their homes. Commissioner Elliott's house was destroyed, Commissioner Stevenson was relatively unscathed, but the Speaker of the House was the only fatality out of the attendees.

## MEETING ADJOURNED

Commission meeting was adjourned at 10:46 a.m.

Minutes prepared by:

Jessy Turner

Deputy Clerk/Auditor

Minutes approved on: 6/25/2019

---

Curtis Koch  
Clerk/Auditor

---

Randy B. Elliott  
Commission Chair