

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES

December 1, 2020

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on December 1, 2020, 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 Lorene Miner Kamalu, Chair; Commissioner Bob J Stevenson, Vice-Chair; and Commissioner Randy B. Elliott. Also in attendance: Curtis Koch, Davis County Clerk/Auditor; Neal Geddes, Chief Civil Deputy County Attorney; and Chris Bone, Davis County Human Resources Director.

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, attendance will be limited to no more than 10 individuals, including Commission and staff. Masks are recommended and all those in attendance will be required to participate in a socially distant manner. Because of the room occupancy limitation, those wishing to watch the meeting are encouraged to do so by viewing the meeting online. 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 p.m. on the day of the meeting.

The meeting convened at 4:02 p.m. with a reminder of meeting guidelines related to COVID-19.

Stephen Lyon, Davis County Grants Administrator, led the Pledge of Allegiance.

Recognitions,
Presentations &
Informational
Items

Recognition of the Davis County Clipper after 129 years in business/publication — Presented by Commissioner Kamalu

The Davis County Clipper newspaper has kept citizens and businesses informed for 129 years. Commissioners were sad to learn that the Clipper planned to cease publication on Dec. 4, 2020. The newspaper was started by John Stahle, Sr. and Lamoni Call, under the name "The Little Clipper," in 1891. The name was changed to Davis County Clipper in 1892. It has been led by three generations of the Stahle family, including John Stahle, Jr., who took over as publisher in 1954; Gail Stahle became publisher in 1989. The Davis County Clipper has won hundreds of awards from the Utah Press Association and Society of Professional Journalists (SPJ). Gail Stahle was recently presented with the Utah SPJ Chapter's Lifetime Achievement Award this past spring.

Commissioner Kamalu commended the newspaper for publishing accurate information about local issues, and for continuing to report on Commission Meetings during the pandemic by watching remotely.

Gail Stahle was unable to attend the Commission Meeting, but two of his children, Richard Stahle, Jr. and Lorie Matern, were in attendance as Commissioners recognized the Clipper's contributions to the community. Becky Ginos was there in her role as a Clipper reporter.

Richard Stahle said his father started working at the Clipper when he was 10 years old and went on to start other newspapers and magazines, including The Spectrum in St. George and a newspaper in Iron County. Richard began working at the Clipper when he was 7 years old, which gave him the opportunity to work side-by-side with his father. He thanked the community for 129 remarkable years.

Lori Matern said the decision to close the newspaper was difficult. It has been an honor for the family to serve Davis County through three generations. Their service helped to connect the community.

Commissioner Stevenson spoke of turning to Gail Stahle for advice on more than one occasion, and thanked Richard and Lorie for everything the newspaper had done and for their father's friendship.

Commissioner Elliott said he could always reach out to Becky Ginos and the Clipper when the County

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needed to communicate with the community about issues. He recognized that newspapers are struggling throughout the country. He expressed appreciation for the Clipper being in the community for this long.

Commissioners presented the Clipper representatives with books about Davis County and Davis County commemorative medallions.

PUBLIC COMMENTS

Members of the public were invited to make comments to the Commission.

Rhonda Perkes, representing U.S. Congressman Chris Stewart’s office, referred to the U.S. Forest Service area above the Bountiful “B.” It [Davis County’s intent to renegotiate its law enforcement contract with the Forest Service] was brought up during a recent Utah Association of Counties (UAC) meeting. Ms. Perkes had a long conversation with Celeste Maloy, general counsel and “lands guru” in Congressman Stewart’s D.C. office. Ms. Maloy feels it would be best to start with a meeting outlining what a new memo of understanding might look like, as there may be some success if all the parties involved are in the MOU as bringing something to the table. If necessary, the Congressman is willing to apply some pressure.

Ms. Perkes said she will be at Saturday’s unofficial groundbreaking for a War Dog memorial in Layton. She also said she was happy to see the Clipper recognized for their work.

PUBLIC HEARINGS

Davis County
CDBG
2021-2025
Five-Year
Consolidated
Plan &
Amendment to
the Program

Davis County Community Development Block Grant (CDBG) 2021-2025 Five-Year Consolidated Plan & Amendment to the Program — *Presented by Stephen Lyon, Davis County Grants Administrator*

Two public hearings are required as part of the process for adopting the 2021-2025 Five-Year Consolidated Plan for the Community Development Block Grant (CDBG) program for funding from the U.S. Department of Housing and Urban Development (HUD). HUD has offered guidance about public hearings and meetings, due to COVID-19, resulting in an online survey to gather public participation and comment. At this point, Davis County has garnered 402 surveys about how the CDBG should be spent. The second public hearing will be held in the spring to present the survey results and potential spending for the Five-Year Consolidated Plan.

Commissioner Elliott moved to recess to a Public Hearing. Commissioner Stevenson seconded the motion. All voted aye.

Commissioner Kamalu invited comment about the Davis County Community Development Block Grant (CDBG) 2021-2025 Five-Year Consolidated Plan & Amendment to the Program. No comments were made.

Commissioner Elliott moved to close the Public Hearing. Commissioner Stevenson seconded the motion. All voted aye.

Amendment to
the Davis
County CDBG
Plan Year
2020-2021
Annual Action
Plan

Amendment to the Davis County Community Development Block Grant (CDBG) Plan Year 2020-2021 Annual Action Plan — *Presented by Stephen Lyon, Davis County Grants Administrator*

Amending the Davis County Community Development Block Grant Plan 2020-2021 Annual Action Plan was necessitated by a letter received on Sept. 11, 2020, notifying the County of a further \$460,393 it is eligible for through the Coronavirus Aid, Relief, and Economic Security (CARES) Act CDBG-CV(3). It brings the total amount that the County has available to respond to COVID-19 to \$1,006,325. As of this date, the County has budgeted and/or spent out \$798,632 (spent about \$200,000 and budgeted forward in the new Annual Action Plan another \$500,000) of this new CDBG-CV(3). The County needs to spend the funds by September of 2023. About one-quarter of a million dollars of that funding has been reserved for future unanticipated needs in the next 18 months, and that is reflected in the Annual Action Plan.

On October 22, the County received another letter from HUD giving notification of a budget change. The amendment reduced the County’s annual CDBG regular funding to \$927,892. That’s a decrease of about \$132 from the annual amount received last year.

The two notices required the County to correct amounts in the budget and in the SF-242 form that was approved by the Commission and forwarded to HUD. The amendments put the Davis County total from HUD, for this year, at \$1,934,217 for CDBG and CDBG-CV. There are currently 11 regular CDBG projects

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underway in the County, and 13 CDBG-CV assistance projects. Most of them are public service projects. There is one potential regular hard cost project with Open Doors. It was noted that one letter of comment from Open Doors had been received in relation to the Public Hearing; it will be given to Commissioners and added to the public record.

See Attachment A.

Commissioner Elliott moved to recess to a Public Hearing. Commissioner Stevenson seconded the motion. All voted aye.

Commissioner Kamalu invited comment about the Amendment to the Davis County Community Development Block Grant (CDBG-CV), which is CARES Act funding that impacts the Plan Year 2020-2021 Annual Action Plan. No comments were made.

Commissioner Elliott moved to close the Public Hearing. Commissioner Stevenson seconded the motion. All voted aye.

Employee Service Awards

December Employee Service Awards — *Presented by Presented by Commissioner Kamalu*

Commissioner Kamalu announced awards for December's Employee Service milestones. The following employees were recognized and will receive gift cards:

Five Years

Robert Hall, Information Systems
Jon Ludwig, Library

Ten Years

Hillary Schmutz, Library

Fifteen Years

Michelle Hoskins, Corrections

Twenty Years

Hollie Holley, Human Resources
Steven Burke, Sheriff's Office
G Creed Curtis, Sheriff's Office

BUSINESS/ ACTION

Resolution
#2020-173-B
adopting the
Amended Davis
County CDBG
Annual Action
Plan for
Program Year
2020-2021
Funding

Resolution #2020-173-B adopting the Amended Davis County Community Development Block Grant (CDBG) Annual Action Plan for Program Year 2020-2021 Community Development Block Grant Funding — *Presented by Commissioner Kamalu*

A resolution was introduced to adopt the Amended Davis County Community Development Block Grant (CDBG) for the Annual Action Plan for Program Year 2020-2021 Community Development Block Grant Funding. The contract period is 07/01/2020 to 06/30/2021. The receivable amount is CDBG \$927,982.00; CDBG-CV (CARES Act) \$1,006,325.00.

Memos of
Understanding
#2020-655 to
#2020-657 for
permanent
placement of a
ballot drop box
at the Davis
County Library
Branches
located in the
following cities:
Kaysville City ;
Syracuse City ;
and Centerville
City

Memos of Understanding #2020-655 to #2020-657 for permanent placement of a ballot drop box at the Davis County Library Branches located in the following cities: Kaysville City ; Syracuse City ; and Centerville City — *Presented by Commissioner Kamalu*

Memos of Understanding between Davis County and other jurisdictions were presented. The MOUS are for the permanent placement of ballot drop boxes at Davis County Library Branches in those cities.

Memo of Understanding #2020-655, Kaysville City
Memo of Understanding #2020-656, Syracuse City
Memo of Understanding #2020-657, Centerville City

The drop boxes at Library Branches in Kaysville, Syracuse, and Centerville cities were already installed and in use for the recent election, and they worked great. There are no time periods or dollar amounts associated with these Memos of Understanding.

Agreement
#2020-658 with
Carver Florek &
James, CPA's,
LLC for
professional

Agreement #2020-658 with Carver Florek & James, CPA's, LLC for professional external auditing services — *Presented by Commissioner Kamalu and Clerk/Auditor Curtis Koch*

Commissioner Kamalu thanked Clerk/Auditor Curtis Koch for helping to get an internal auditing committee going. She then invited him to introduce an agreement with Carver Florek & James, CPAs, LLC for

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external auditing services

professional external auditing services.

The Clerk/Auditor explained that the County goes out to bid for external auditing services every five years and does a five-year contract. Historically, it has been done through the Clerk-Auditor's Office, but that practice is changing with the implementation of an audit committee so the external auditor reports to the Commission. He encouraged Commissioners to have an entrance conference in January or February, and later an exit interview. The Clerk/Auditor's Office is happy to attend and assist with the meetings, as appropriate, and will assist the external auditor by providing information needed. [The contract period is 12/01/2020 to 12/31/2025. The payable amount ranges from \$28,700 in 2020 to \$29,400 in 2025.]

Agreement #2020-659 with Beehive State to provide for direct purchase of needed in-home services for clients

Agreement #2020-659 with Beehive State to provide for direct purchase of needed in-home services for clients — Presented by Commissioner Kamalu

An agreement with Beehive State Payee was presented on behalf of Davis County Senior Services. The purpose of the agreement is to provide for direct purchase of needed in-home services for clients of Davis County. The contract period is 12/01/2020 to 06/30/2021. The payable amount varies with the services provided.

Summary List #2020-660 of agreements (2) as of November 20, 2020, for space rentals

Summary List #2020-660 of agreements (2) as of November 20, 2020, for space rentals — Presented by Commissioner Kamalu

A Summary List of low-dollar, low-risk contracts was presented. The contracts are for space rentals at the Legacy Events Center up to Nov. 20, 2020. The contract period is 11/6/2020 to 11/20/2020. The total receivable amount is \$800.80.

Prior to voting on the Business and Action items, Commissioner Stevenson recognized the quality and ability of Stephen Lyon, and said the County is fortunate to have him on staff to handle CDBG/CARES Act funds.

Motion to Approve Business and Action Items: Com. Stevenson
Seconded: Com. Elliott
All voted Aye

Commissioner Elliott moved to recess to the 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:

Auditor's Adjustments

Appeals

- A report with various recommended approvals
- A report with various Hearing Findings

Abatements

- A report with various Late Abatement Application Requests totaling \$10,995.75

Corrections

- Six 2019 Veteran Exemption Tax Abatements
- One exempt entity purchasing a property, so the amount needs to be adjusted \$338.22

Assessor's Adjustments

- An Assessor-initiated Correction report with various items totaling (\$6,257,142)

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

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

CONSENT ITEMS

Commission
Meeting
Minutes

Meeting Minutes

Meeting Minutes for October 27, 2020, and November 10, 2020, and Work Session Minutes for October 20, 2020, were presented for approval.

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

COMMISSION COMMENTS

Commissioner Kamalu invited additional comments.

Clerk/Auditor

Curtis Koch thanked the Davis County Clipper.

MEETING ADJOURNED

Commission meeting was adjourned at 4:48 p.m.

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

- A. Public Comment Letter from Open Doors regarding Amendment to the Davis County Community Development Block Grant (CDBG) Plan Year 2020-2021 Annual Action Plan

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

Minutes approved on: 12/22/2020

/s/ Heidi Vordeckers for
Curtis Koch
Clerk/Auditor

/s/ Lorene Miner Kamalu
Lorene Miner Kamalu
Commission Chair