

COMMISSION MEETING MINUTES
April 18, 2017

The Board of Davis County Commissioners met on April 18, 2017 at 10:00 AM in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were: Commissioner James E. Smith - Chair, Commissioner P. Bret Millburn, Commissioner Randy B. Elliott, Clerk/Auditor Curtis Koch, Chief Civil Deputy County Attorney Neal Geddes and Deputy Clerk/Auditor Janet Hanson.

Agenda as posted

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PUBLIC NOTICE is hereby given that the Board of Davis County Commissioners, Farmington, Utah, will hold a Commission Meeting at the Davis County Administration Building, 61 South Main Street, Room 303, Farmington, Utah, commencing at **10:00 AM on Tuesday, April 18, 2017.**

OPENING:

Pledge of Allegiance – By Invitation

RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS:

- The Great Utah Shake Out – April 20 @ 10:15 AM
- Davis County Historic Memorial Courthouse Public Open House and Planning Charrette – April 25, 7:00 PM
- Children’s Justice Center Annual Bike & Yard Sale – April 29, 7:00AM – Noon @ 198 S Main, Kaysville

BUSINESS/ACTION:

Clint Thacker, Davis County Animal Control Director, presenting:

Amendment with Best Friends Animal Society – updates and extend contract period (receivable)

Mack McDonald, Davis County Facilities Director, presenting:

Agreement with Rocky Mountain Mechanical – Davis County Conference Center HVAC Condition Assessment (payable)

Brooks Burr, Davis County Fair Coordinator, presenting:

Agreement with JCC Productions – grounds circus production during the 2017 Davis County Fair (payable)
Agreement with iHeartMedia + Entertainment Inc. – radio promotion of the 2017 Davis County Fair (payable)

Dave Hansen, Davis County Legacy Events Center Director, presenting:

Agreement with Monroe Magnuson – rodeo announcer and sound technician during the 2017 Davis County Fair (payable)
Summary list of low dollar rental agreements (17) at the Legacy Events Center (receivable)

Jeff Oyler, Davis County Planning Manager, presenting:

Request final plat approval for Butler Subdivision for Ryan & Danielle Butler
Improvement agreement and Grant of Lien with Ryan Brett Butler & Danielle Butler – postponement of sidewalk improvements (n/a)

Commissioner Smith presenting:

Agreement with Counties Services Support, Inc. – handle Central Assessed Property Tax Appeals (payable)

PUBLIC HEARING

Curtis Koch, Davis County Clerk/Auditor, presenting:

Consideration of approval by resolution for additional budget appropriation requests. Budget increases will be funded by new revenues and/or monies unspent in the prior year.

BOARD OF EQUALIZATION:

Request approval of the Property Tax Register

CONSENT ITEMS:

Check Registers
Meeting Minutes: March 28, 2017
Personnel Register

COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Pledge of Allegiance

Shauna Brady, Davis County Commission Office, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Great Utah Shake Out 4/20/17

Commissioner Smith announced that The Great Utah Shake Out is scheduled for this coming

Thursday, April 20, 2017 at 10:15 AM. This event is helpful in reminding the public to review their emergency preparedness.

Open house & planning charrette for the Memorial Courthouse

Announcement was made that there will be a public open house and planning charrette at and for the Davis County Historic Memorial Courthouse to be held April 25, 2017 at 7:00 PM

CJC Bike & Yard Sale fundraiser 4/29/17

The Children's Justice Center (CJC) will be holding their annual bike and yard sale fundraiser on April 29, 2017 from 7:00 AM to Noon at 198 South Main Street in Kaysville. Commissioner Smith is mindful that the CJC takes care of our youngest and most vulnerable population.

Amendment #2014-349C Best Friends Animal Society updates

Clint Thacker, Davis County Animal Care & Control Director, presented amendment #2014-349C with Best Friends Animal Society to update their agreement which subsidizes animal adoption fees at special events, partial funding for a Shelter Technician and Adoption Coordinator, and to extend the period for one more year. It no longer provides funding for advertising/marketing. The period of contract is April 18, 2017 through April 18, 2018. Receivable contract amount is \$14,500.00.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2017-140 Rocky Mountain Mechanical DCC's HVAC assessment

Mack McDonald, Davis County Facilities Director, presented agreement #2017-140 with Rocky Mountain Mechanical for an assessment of the condition of the Davis County Conference Center's HVAC. He indicated that there were 36 rooftop units, some of which were not operational. Recently an agreement was given to David Jensen & Associates to provide a report of the DCC mechanical systems. They reported that there were several units that were not operational. This assessment will determine what is needed to make them operational and to get a better idea of what the current stage the systems are in. Additional funding may be needed to get the units operational for the assessment. His department, Facilities, will do as much as they can before the assessment, i.e. change filters, belts, etc. Curtis Koch felt that it was Davis County's responsibility to prolong its' assets. He is anxious to fully recognize the cost of the Conference Center. Commissioner Millburn said that with closer oversight of the facility these issues will be avoided. The period of contract is April 11, 2017 through June 30, 2017. The payable contract amount is \$8,925.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Brooks Burr, Davis County Fair Coordinator, presented the following:

Agreement #2017-141 JCC Productions for circus during 2017 Fair

Agreement #2017-141 with JCC Productions for a circus production during the 2017 Davis County Fair. The period of contract is August 15-20, 2017. The payable contract amount is \$11,000.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2017-142 iHeartMedia + Entertainment Inc. radio promotion of the 2017 Fair

Agreement #2017-142 with iHeartMedia + Entertainment Inc. (99.5 FM) for radio promotion of the 2017 Davis County Fair. The period of contract is May through August 2017. The payable contract amount is \$2,698.00.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Dave Hanson, Davis County Legacy Events Center Director, presented the following:

Agreement #2017-143 Monroe Magnuson Announcer & sound tech for RMPR Rodeo

Agreement #2017-143 with Monroe Magnuson to be the announcer and sound technician for the RMPR Rodeo during the 2017 Davis County Fair. The period of contract is August 18 & 19, 2017. The payable contract amount is \$1,200.00.

2017 Fair

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Summary list
#2017-144 of
rentals at LEC

Summary list #2017-144 of low dollar rental agreements (17) at the Legacy Events Center. The contracts are all receivables under \$2,000.00.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Jeff Oyler, Davis County Planning Manager, presented the following:

Final plat
approval
Butler
Subdivision
#2017-145
(Hooper)

Request of final plat approval of the Butler Subdivision #2017-145 for Ryan and Danielle Butler. He indicated that it was a 2 lot subdivision located in the North West corner of unincorporated Davis County in Hooper. The 1 acre lot will be sold, the other lot is in greenbelt and they will be building a home on the lot.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document will be on file in the office of the Davis County Clerk/Auditor.

Improvement
agreement &
Grant of Lien
#2017-146
Ryan B Butler &
Danielle Butler

Improvement agreement and Grant of Lien #2017-146 with Ryan Brett Butler and Danielle Butler for postponement of sidewalk improvements (curb, gutter, sidewalk). Jeff explained that this area is more rural and does not have improvements. The agreement stays with the land if the property is sold or annexed.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement
#2017-147
Counties
Services Support,
Inc (CSS)
Re: Central
Assessed
Property Tax
Appeals

Commissioner Smith presented agreement #2017-147 with Counties Services Support, Inc. (CSS) which has recently been formed by Utah Association of Counties (UAC) to monitor and track Central Assessed Property Tax Appeals (large industrial taxpayers, i.e. Rocky Mountain Power and Questar Gas). Commissioner Smith recused himself from the vote as he has been appointed to the CSS Board. The period of contract is January 1, 2017 through December 31, 2017. The payable contract amount is \$1,500.00.

Commissioner Millburn made a motion to approve. Commissioner Elliott seconded the motion. Commissioners Millburn and Elliott voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Public Hearing

Commissioner Millburn made a motion to open the public hearing. Commissioner Elliott seconded the motion. All voted aye.

Resolution
#2017-148
for additional
budget
appropriation
requests

Curtis Koch presented resolution #2017-148 for additional budget appropriation requests that were not included in the 2017 budget. He read the following:

April 18, 2017 Resolution & Budget Opening Items

Fund/Dept	Rev/Exp	Account #	Account Name	Increase	Decrease	Reason
FUND 10 GENERAL FUND						
HR	E	10-4134-110/130	Wages/ Benefits	\$ 70,000		Request for Additional Employee
Net Increase of Expenses \$				70,000		
Net Increase of Revenue \$				-		
FUND 15 HEALTH						
WIC	R	15-3316-000	W.I.C. Federal	\$ 26,024		Contract 2017-74, focus group for breastfeeding study, approved 2/21/2017
WIC	E	15-4318-820	Misc Services	\$ 26,024		Contract 2017-74, focus group for breastfeeding study, approved 2/21/2017
WIC	R	15-3316-000	W.I.C. Federal	\$ 8,434		Additional WIC funding to upgrade phone system to a centralized system
WIC	E	15-4318-280	Telephone	\$ 8,434		Additional WIC funding to upgrade phone system to a centralized system
Env Health	R	15-3340-071	Env/State/Sanit	\$ 1,500		Contract 2015-511C, funding for Env. Health related training, approved 3/7/2017
Env Health	E	15-4313-330	Education & Training	\$ 1,500		Contract 2015-511C, funding for Env. Health related training, approved 3/7/2017
Admin	R	15-3340-748	Unknown Grant Revenue	\$	1,500	Reduce for grants received
Admin	E	15-4311-748	Unknown Grant Expense	\$	1,500	Reduce for grants received
Seniors	R	15-3325-175	Medicaid Admin Contract	\$ 12,500		Additional discretionary funds for Medicaid Aging Waiver Program, Contract 2015-461A
Seniors	E	15-4325-820	Misc Services	\$ 12,500		Additional discretionary funds for Medicaid Aging Waiver Program, Contract 2015-461A
Seniors	R	15-3325-000	Contract Revenue	\$ 8,231		Additional Seniors revenue, budget change form dated 10/6/2016
Seniors	E	15-4325-810	Misc Supplies	\$ 8,231		Additional Seniors revenue, budget change form dated 10/6/2016
Admin	R	15-3340-748	Unknown Grant Revenue	\$	20,731	Reduce for grants received
Admin	E	15-4311-748	Unknown Grant Expense	\$	20,731	Reduce for grants received
CD/EPI	R	15-3340-052	STD/HIV/AIDS/TB	\$ 8,998		Contract 2015-35B, funding for STD intervention and testing, approved 1/31/2017
CD/EPI	E	15-4317-810	Misc Expenditures	\$ 8,998		Contract 2015-35B, funding for STD intervention and testing, approved 1/31/2017
Admin	R	15-3340-748	Unknown Grant Revenue	\$	8,998	Reduce for grants received
Admin	E	15-4311-748	Unknown Grant Expense	\$	8,998	Reduce for grants received
Health-Promotion	R	15-3315-100	MRC	\$ 13,000		Contract 2017-81, additional NACCHO funding, approved 3/14/2017
Health-Promotion	E	15-4315-231	Mileage	\$ 500		Contract 2017-81, additional NACCHO funding, approved 3/14/2017
Health-Promotion	E	15-4315-810	Misc Supplies	\$ 6,500		Contract 2017-81, additional NACCHO funding, approved 3/14/2017
Health-Promotion	E	15-4315-820	Misc Services	\$ 6,000		Contract 2017-81, additional NACCHO funding, approved 3/14/2017
Net Increase of Expenses \$				47,458		
Net Increase of Revenue \$				47,458		
FUND 18 TOURISM						
Conference Center	E	18-4650-280	Bldg & Grounds	\$ 2,700		Dedicated communication line for backnet
Tourism	E	18-4192-540	Donations	\$ 125,000		Layton Walkway to DCC
Net Increase of Expenses \$				127,700		
Net Increase of Revenue \$				-		
FUND 20 MBA SPECIAL REVENUE						
	E	20-4910-910	Transfer Out	\$ 223,000		Sale and Bond Defeasement - Wasatch Front Regional Council Building
	R	20-3671-000	Sub-lease payments	\$ 223,000		Sale and Bond Defeasement - Wasatch Front Regional Council Building
Net Increase of Expenses \$				223,000		
Net Increase of Revenue \$				223,000		
FUND 21 B ROADS						
B ROADS	E	21-4415-910	Transfer Out	\$ 25,000		Increase for allocated equipment rental charges from Davis County Special Service Area
Net Increase of Expenses \$				25,000		
Net Increase of Revenue \$				-		
FUND 23 LIBRARY						
LIBRARY	E	23-4580-612	Books and Materials	\$ 100,000		Blood Endowment Fund Grant
LIBRARY	R	23-3870-000	Private Contributions	\$ 100,000		Blood Endowment Fund Grant
Net Increase of Expenses \$				100,000		
Net Increase of Revenue \$				100,000		
FUND 25 SPECIAL SERVICES AREA						
SPECIAL SERVICES	R	25-3820-000	Transfer In	\$ 25,000		Increase for allocated equipment rental charges from Davis County Special Service Area
Net Increase of Expenses \$				-		
Net Increase of Revenue \$				25,000		
FUND 32 MBA DEBT SERVICE						
MBA Wasatch Front	E	32-4915-810	Bond Principal	\$ 223,000		Sale and Bond Defeasement - Wasatch Front Regional Council Building
MBA Wasatch Front	R	32-3820-000	Transfer in	\$ 223,000		Sale and Bond Defeasement - Wasatch Front Regional Council Building
Net Increase of Expenses \$				223,000		
Net Increase of Revenue \$				223,000		
NET (USE OF) / CONTRIBUTION TO FUND BALANCE						
Total Increase of Expenses \$				816,158	\$ 70,000	Fund 10 increase
Total Increase of Revenue \$				618,458	\$ 127,700	Fund 18 increase
Net Effect on Total Fund Bal.				\$ (197,700)	\$ 197,700	

There were no public comments.

Close public hearing

Commissioner Millburn made a motion to close the public hearing. Commissioner Elliott seconded the motion. All voted aye.

Commissioner Millburn made a motion to approve the additional budget appropriation requests with a correction to the spelling of his name (Millburn with 2 "l"). Commissioner Elliott seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Convene BOE

Commissioner Millburn made a motion to convene as the Board of Equalization. Commissioner Elliott seconded the motion. All voted aye.

Approve Property Tax Register

Curtis Koch presented the Property Tax Register which reflected Auditor's adjustments for several properties that are being recommended under "charitable use" for tax exemption for IHC Health Services Inc. at the Intermountain Layton Office Building and corrections for 2 veteran abatements exemptions for 2016.

Commissioner Elliott made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Reconvene Commission Meeting

Commissioner Millburn made a motion to reconvene Commission Meeting. Commissioner Elliott seconded the motion. All voted aye.

Check registers
approved

Check registers as prepared by the Davis County Clerk/Auditor's Office were approved with a motion by Commissioner Millburn. Commissioner Elliott seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Approve minutes
March 28, 2017

Commissioner Elliott made a motion to approve Commission Meeting minutes for March 28, 2017. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Personnel
Register
approved

Commissioner Elliott made a motion to approve the Personnel Register. Commissioner Millburn seconded the motion. All voted aye.

Commissioner
comments

Commissioner comments:

Commissioner Smith indicated he and the other commissioners attended the UAC (Utah Association of Counties) Management Conference in Vernal. He felt it had been very productive session which covered issues coming out of the legislature having to do with JRI (Justice Reinvestment Initiative), elections, tourism tax, etc. It was a good opportunity to come together and said that UAC provides great value to us as a county.

Curtis Koch expressed regret for the passing of the ski season and is praying for early snow this coming year. Commissioner Millburn suggested Curtis take up water skiing.

No public
comments

No public comments.

Meeting adjourned.

Clerk/Auditor

Chair