

COMMISSION MEETING MINUTES

January 23, 2018

The Board of Davis County Commissioners met at 10 AM on January 23, 2018 in Room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were Commissioner Jim Smith-Chair, Commissioner Randy Elliott, Clerk/Auditor Curtis Koch, Deputy Civil County Attorney Michael Kendall and Deputy Clerk/Auditor Shauna Brady.

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, Suite 303 (Commission Chambers), Farmington, Utah, commencing at **10:00 AM on Tuesday, January 23, 2018.**

OPENING:

Pledge of Allegiance – By Invitation

RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS:

- Davis County Health Department receives designation as “Public Health Ready” from the National Association of County and City Health Officials (NACCHO)
- RFP opening for Financial Advisor Services for Davis County, Utah
- Notice of Intent to Engage in Contract Negotiations with Richter7 for the Davis County Tourism Marketing Plan

BUSINESS/ACTION:

Tony Thompson, Davis County Property Manager, presenting:

Receive public comment on proposed disposition of declared surplus parcel of land
Tax ID 12-032-0037

Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presenting:

Grant application with Utah Bureau of Emergency Management Services (EMS) – per capita
FY2019 for reimbursable EMS expenses (receivable)

Brooks Burr, Davis County Fair Coordinator, presenting:

Agreement with Sea Lion Splash, LLC – attraction during the 2018 Davis County Fair (payable)
Agreement with BYU Performing Arts Management – ticketed event at the 2018 Davis County Fair for Vocal Point (acapella group) (payable)

Barry Burton, Davis County Community & Economic Development Director, presenting:

Request reappointment of 3 Davis County Arts Advisory Committee members:
Claudette Eastman, Mary Lynne Morgan and Bill Sanders

Neka Roundy, Davis County Community & Economic Development Specialist, presenting:

Request for donation to Miss Davis County Scholarship Pageant (payable)

Tony Zambrana, Davis County Grant Auditor, presenting:

Amendment with Utah Dept. of Human Services – increase funding to provide Social Service Block Grant (SSBG) funds (receivable)
Sub-grantee Agreement with Safe Harbor – Social Services Block Grant (SSBG) funding for operational expenses for the Crisis Centers Outreach and After Care Program (payable/match)

Adam Wright, Davis County Public Works Director, presenting:

Agreement and Notice to Proceed with Acme Construction – Mill Creek Sediment Basin Project (payable)

Curtis Koch, Davis County Clerk/Auditor, presenting:

Request approval of Donation policy, Section 310

BOARD OF EQUALIZATION:

Request approval of the Property Tax Register

CONSENT ITEMS:

Check Registers
Meeting Minutes: December 12 & 19, 2017 and January 2, 2018

COMMISSIONER COMMENTS

PUBLIC COMMENTS (3 Minutes per Person)

Pledge of Allegiance

Tony Thompson, Davis County Property Manager, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Excuse Commissioner Millburn

Commissioner Millburn was excused. He is attending the Wasatch Choice 2050 Conference dealing with transportation issues. Commissioners Smith and Elliott will be leaving for the Conference immediately following Commission Meeting.

DC Health Department “Public Health Ready” designation

Commissioner Smith recognized the Davis County Health Department for receiving the “Public Health Ready” designation from the National Association of County and City Health Officials (NACCHO). He invited Brian Hatch, Davis County Health Director, and Ivy Melton-Sales, Davis County Community Health Services Division Director, to come forward and talk about the designation. Chris Bateman, Davis

County Emergency Response Planner, worked closely with Ivy on this project, but was unable to attend Commission Meeting. Ivy summarized the projects they have been working on for the past 15 years and explained it has taken the last 7 years to obtain the “Public Health Ready” designation. She said they are looking forward to a re-recognition in 5 years which focuses on implementation of their workforce development plan, their 5-year exercise and training plan, making improvements to the ESF8 (Emergency Support Function #8), Public Health and Medical Services, recovery plans and what they are doing to improve the overall community based preparedness levels in the County.

Commissioner Smith said this is an amazing accomplishment. He reiterated the public has no idea what it takes to run a county. He feels one of his greatest blessings is the opportunity to be a member of the Board of the Health.

Brian said he wants to be careful celebrating the great acknowledgements of his staff. He is very proud of them, but, “by no means, does this mean we’ve arrived. There is still a ton of work to do and we are always moving forward.” He feels the most important thing about these accreditations and recognitions is that it really allows them time to reflect on where they are and what they still need to work on. Moving the community forward in preparedness is really where things will happen. He expressed appreciation for all of his staff. He said, “The whole department is involved in this. It touches everything. Ivy has led this effort, but I also want to mention Chris Bateman, Dennis Keith, Loren Allen, Sarah Willardson, Wendy Garcia, Rob Nunn, Bob Ballew, Amy Mickelson and Carl Schupe.”

Commissioner Smith said the first step to an arrival is to start the journey. We need to be prepared. The Health Department is one of the most vital departments we have in the County. Any day we are not in the news means we are doing our job. He asked Ivy to share with the entire team how much they are appreciated by the Commissioners and the County.

Brian commented that Ivy was also the lead in helping Salt Lake and Tooele Counties obtain their “Public Health Ready” designations. Commissioner Smith led the audience in a round of applause.

Request for Proposal (RFP) opening for Financial Advisor Services for Davis County. Curtis explained that Davis County currently utilizes the services of Zions Public Finance, Inc. as financial advisors. That contract has now expired and requires the RFP process for new contracted services. He opened the following bids:

Project: Financial Advisor Services RFP

January 23, 2018

	BIDDER
1	Zions Public Finance, Inc.
2	Lewis Young Robertson & Burningham, Inc.

The Purchasing Department will receive the original bids and compile them for the review committee, who will present a recommendation to the Commission.

Dax Teuscher, Davis County Purchasing Manager, presented a Notice of Intent to Engage in Contract Negotiations with Richter7 for the Davis County Tourism Marketing Plan. This triggers a protest period for one week. If there are no protests, a contract will be created and presented to the Commission.

Tony Thompson, Davis County Property Manager, explained the details of the proposed disposition of declared surplus parcel of land Tax ID 12-032-0037. This property is located in West Point at 3000 West and Highway 193. UDOT has requested a 250 square foot parcel on which to place signaling equipment. This request (#2018-2) was brought before the Commission on January 2, 2018. The Properties Committee has made the recommendation to proceed forward with the surplus and notice of sale. No written comment has been received. Commissioner Smith opened the meeting to receive public comment. There were no comments.

Chief Deputy Kevin Fielding, Davis County Sheriff’s Office, presented grant application #2018-30 with the Utah Bureau of Emergency Management Services (EMS), Utah Department of Health for per capita FY2019 for reimbursable EMS expenses. Kevin explained these are training expenses for paramedics, dispatchers and Emergency Medical Technicians. The receivable grant funds are to be determined. The contract period is July 1, 2018 through May 15, 2019.

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

RFP opening for Financial Advisor Svcs

Notice of Intent to Engage in Contract Negotiations

Receive public comment on surplus property

Grant application #2018-30 with Utah Dept. of Health, EMS for EMS expenses

Brooks Burr takes new position at Dixie State College

Brooks Burr, Davis County Fair Coordinator, informed us that he has taken a position with Dixie State University in St. George, Utah. He said he has loved working on the County fair, appreciates the experiences he has had and enjoyed all the people with whom he worked. Commissioner Smith said the County is going to miss him.

Brooks presented the following:

Agreement #2018-31 with Sea Lion Splash for 2018 County Fair

Agreement #2018-31 with Sea Lion Splash LLC as an attraction for the 2018 Davis County Fair. Brooks said the Sea Lion Splash Show was one of the most popular attractions at the 2017 Davis County Fair and we are excited to have them return this year. The payable contract amount is \$12,000.00. The contract period is August 11-20, 2018.

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

Agreement #2018-32 with BYU Performing Arts Management for 2018 County Fair

Agreement #2018-32 with BYU Performing Arts Management/“Vocal Point”, an acapella group from Brigham Young University, to perform at a ticketed event at the 2018 Davis County Fair on August 15, 2018. Brooks commented this popular group has toured all over the nation and even abroad to sell-out crowds. They have a strong presence in the social media community. The payable contract amount is \$15,000.00 plus travel expenses up to \$2,500.00. The contract period is August 14-16, 2018.

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

Request for reappointment to DC Arts Advisory Committee

Barry Burton, Davis County Community & Economic Development Director, presented a request for reappointments of Claudette Eastman, Mary Lynne Morgan and Bill Sanders to the Davis County Arts Advisory Committee. Their three-year terms will expire on December 31, 2020. Commissioners Smith and Elliott expressed appreciation for the Arts Advisory Committee and all they do to make our building beautiful.

Commissioner Elliott made a motion to approve. Commissioner Smith seconded the motion. All voted aye.

Request for donation #2018-33 to Miss Davis County Scholarship

Neka Roundy, Davis County Community & Economic Development Tourism Specialist, presented request for donation #2018-33 to the 2018 Miss Davis County Scholarship Pageant. Neka introduced Kellie Buckalew, the new director of the Pageant. Kellie said the Pageant candidates work hard to promote their platforms and support the community. 2017 Queen Sasha Sloan was not able to attend today to promote her platform of “Empowering Young Women.” She is in Tokyo. Kellie commented that the scholarships provided by the County are invaluable to the young ladies and the community. Commissioner Smith said these young women are great role models and it is good for the County to support them. The payable amount is \$5,000.00. The contract period is January 23 through December 31, 2018.

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

Tony Zambrana, Davis County Grant Auditor, presented the following:

Amendment #2017-179A with Utah Dept of Human Svs to increase SSBG funds

Amendment #2017-179A with the Utah State Department of Human Services to increase Social Security Block Grant (SSBG) funds by \$17,164.81 and has the State’s authorization to carry over the funds to the next program year.

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

Sub-grantee agreement #2018-34 with Safe Harbor for SSBG funding

Sub-grantee agreement #2018-34 with Safe Harbor for Social Services Block Grant (SSBG) funds for operational expenses of the Crisis Center’s outreach and aftercare program. The payable amount is \$30,000.00 with a 25% sub-grantee match. The contract period is July 1, 2017 through June 30, 2018.

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

Agreement and notice to proceed #2018-35 with Acme Construction

Adam Wright, Davis County Public Works Director, presented agreement and notice to proceed #2018-35 with Acme Construction for the Mill Creek Sediment Basin Project. This is for the new basin to be built on 1100 West in West Bountiful. The payable contract amount is \$241,460.00. The contract period is January 23, 2018 through January 23, 2019.

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

Approval #2018-36 of Donation Policy Section 310

Curtis Koch requested adoption #2018-36 of the Davis County Donation Policy Section 310. He read the following Introduction to the Policy:

Introduction to Policy

The County recognizes that the citizens and businesses of Davis County provide taxes, fees, and other forms of public support to fund the operations of the County. In doing so, the County recognizes that the citizens and businesses of Davis County have fulfilled any duty or obligation to financially sustain the County. The County also recognizes that any effort by the County to increase revenue sources should therefore adhere to the Utah Code and the Davis County Code regarding increasing taxes and/or fees. Therefore, the County, its officers, employees, and/or agents shall not solicit, pursue, or initiate the discussion of donations with for-profit entities, non-profit entities, individuals, or otherwise.

Notwithstanding the foregoing, the County recognizes that various associations, for-profit entities, groups, individuals, non-profit entities, or otherwise have philanthropic interests and seek to give to causes through donations, which may result in donations being offered to the County. In these situations, it is the County's intent to graciously accept such donations as long as they are offered and accepted in a manner consistent with the provisions of this section.. The County shall not, under any circumstances, accept donations offered in exchange for anything, including, but not limited to, special consideration(s) given to any donor.

In rare instances, the County may see fit to provide donations to a non-profit or for-profit organization or otherwise. In such instances, the County shall adhere to the Utah Code, the Davis County Code, this section and other applicable laws, rules, regulations, policies, or practices regarding donations.

Curtis said this is an important policy because it allows citizens to know that their County government is being run, first of all, on the budget that was passed, and secondly, because a citizen or business should never feel obligated to provide a donation. There is a difference between donation and sponsorship. In the coming weeks he anticipates a sponsorship policy. The County does not in any way solicit or take special considerations or gifts for donations to the County.

Commissioner Smith commented that the County is trying to be "ultra-transparent" and there shouldn't be any opportunity or instance where we would go out and solicit something. We also know there are some well-intentioned and wonderful people that see something in the County that they would like to support and this policy provides the steps to apply. He appreciates Curtis' leadership on this.

Curtis said State Statute is very clear on when donations can be made. There are times we can make donations that are very appropriate. For non-profit entities and for-profit entities, this will help guide the departments to make sure they are following the guidelines.

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

BOE Commissioner Elliott made a motion to recess to Board of Equalization. Commissioner Smith seconded the motion. All voted aye.

Property Tax Register approved Curtis presented the Property Tax Register which reflected:
Auditor: various appeals; various corrections

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

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

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

Minutes approved Minutes of the December 12 and 19, 2017 and January 2, 2018 Commission Meetings were approved with a motion by Commissioner Elliott. Commissioner Smith seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Commissioner comments Commissioner Smith acknowledged Mike Kendall was in attendance for Neal Geddes today.

Public comments No public comments

Meeting adjourned Meeting adjourned.

Clerk/Auditor

Chair

