

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES

June 23, 2020

The Board of Davis County Commissioners met for their regularly scheduled meeting at 4:00 p.m. on June 23, 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 were: 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

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Due to the ongoing coronavirus pandemic, special meeting circumstances apply.

**In consideration of the COVID-19 pandemic**, attendance will be limited to less than 20 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, it is encouraged that those wishing to watch the meeting 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 the public hearing or to make public comment can do so in-person, or email comments to [commissioners@daviscountyutah.gov](mailto:commissioners@daviscountyutah.gov) by 3:30 p.m. the day of the meeting.

The meeting convened at 4:02 p.m.

Commissioner Kamalu explained that the Commission Meeting format was updated for this meeting. Meetings are no longer electronic only, but participants are still asked to be separated/distanced under the County's public health guidelines for the "yellow stage" of the pandemic. Up to 20 people will be welcome in the room as long as they can be distanced and have a mask on hand to use as needed.

In keeping with distancing guidelines, Commissioners Kamalu, Stevenson, and Elliott were seated on the dais; Chief Civil Deputy County Attorney Neal Geddes and Clerk/Auditor Curtis Koch were in the audience area.

Reminders were given that meeting proceedings are streamed live and can be viewed through the County website. Meetings are also recorded for watching after the fact. Comments to the Commission regarding the Public Hearing, or any other public comment, may be made in person or by email to [commissioners@daviscountyutah.gov](mailto:commissioners@daviscountyutah.gov). Comments made by email must be received by 3:30 p.m. the day of the meeting. Commissioners did not receive any comments specific to this meeting's agenda.

Janet Hanson, Commission Office Manager, led the Pledge of Allegiance.

### PUBLIC COMMENTS

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Comments were invited from those in attendance. No comments were made.

### BUSINESS/ ACTION

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Resolution #2020-284 to adopt additional 2020 budget appropriation requests

**Resolution #2020-284 to adopt additional 2020 budget appropriation requests; budget appropriation requests to be funded by new revenues and/or more monies unspent in the prior year — Presented by Curtic Koch, Davis County Clerk/Auditor**

A resolution was presented to adopt 2020 budget appropriation requests. The need to modify the budget is due, in large part, to additional grant funding that has come through the Health Department as well as CARES (Coronavirus Aid, Relief, and Economic Security) Act funding.

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## **Fund 10, General Fund**

- In Non-Departmental, under COVID-19 Assistance, the County projects receiving \$7,990,000 in CARES Act funding.
- In the Clerk/Auditor Department, under Miscellaneous Services, \$50,000 to have staffing to help administer grant programs from the CARES funding
- In Community and Economic Development (CED), under Miscellaneous Services, \$50,000 for temporary staff to administer their end of the grant program
- In the Sheriff's Department, \$70,000 for a City Liaison individual for wages and salaries, in particular for the EOC (Emergency Operations Center)
- In Community and Economic Development, \$5,000,000 in programs dedicated toward business grants
- In Community and Economic Development, another \$475,000 in programs or educational grants to be administered through Davis Applied Technology
- In Non-Departmental, under Programs, \$475,000 for vulnerable populations, particularly relating to the judicial process that has been stalled; there is a backlog that needs to be addressed with Pretrial Services and Legal Defenders
- In the Sheriff's Department, an increase of \$1,000,000 to assist with homeless programming
- In the Sheriff's Department, under Wages and Salaries, \$300,000 of CARES Emergency Management Support staff

The Clerk/Auditor originally listed Sheriff's Office increases of \$70,000 in Wages and Salaries for assistance with PPE (Personal Protective Equipment) distribution, and \$500,000 in Non-Departmental Operational Supplies for PPE stockpile, in the list of General Fund appropriation requests. He noted that those increases should be struck from the Sheriff's Office and listed under Health Department funding.

## **Fund 15, General Fund**

Health Department:

- Revenue of \$1,010,000 funding in addition to the May 19, 2020, request from CARES
- In Wages and Salaries, there is a \$2 million dollar increase by taking what was done on May 19, 2020, and decreasing Miscellaneous Supplies and shifting it to Wages and Salaries so the Health Department can move forward with personnel needs for contact tracing, etc.
- For Wages and Salaries, there is \$70,000 for mass vaccination directors, \$300,000 for mass vaccination staff, \$70,000 for someone to direct isolation and quarantine; and \$70,000 in CARES PPE distribution
- Operating Supplies of \$500,000, for the CARES PPE stockpile which will be managed through the Health Department and not through the General Fund
- A DEQ (Department of Environmental Quality) grant has come through increasing the Used Oil Program by \$942 in revenue, with expenses in Miscellaneous Supplies increasing by that \$942
- A DEQ grant for \$3,000 revenue for the County's Radon Program and a \$3,000 expense associated with the Radon Program through Miscellaneous Supplies
- A grant of \$2,500 in revenue has been received for Car Seats & Helmets with offsetting expense in Car Seats & Helmet supplies of \$2,500

Seniors:

- A COVID Assistance grant with the revenue increasing by \$30,000, that \$30,000 will be offset in expenses for Payroll of \$16,420, Benefits \$1,314, Miscellaneous Supplies \$4,840, and Equipment \$7,426

## **Fund 28, 3rd Quarter Transportation**

- Professional and Technical is increasing by \$10,000 to cover the Wasatch Front Regional Council application review assistance.

## **Fund 46, Health Capital**

- An increase of revenue of \$50,226, which is a 50 percent match and expenses increasing by \$100,453 for workplace electric vehicle supply equipment as the County is looking to improve clean air with some facilities and using electric vehicles

## **Fund 47, Tourism Capital**

- Building improvements of \$500,000 for a project for an Agricultural Heritage Center; the County is in discussions with another party for that location

The Clerk/Auditor offered to answer questions related to the budget appropriation requests. No questions were asked.

Commissioner Elliott made a motion to open a Public Hearing. Commissioner Stevenson seconded the motion. All voted Aye.

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Commissioner Kamalu invited public comment on the 2020 budget appropriation requests. No comments were made.

Commissioner Stevenson made a motion to close the Public Hearing and approve the resolution to adopt the additional 2020 budget appropriations requests.

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

## BUSINESS/ ACTION

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Request  
Approval  
#2020-285 of  
2020  
Delinquent  
Property Tax  
Sale traditional  
bidding process  
and parcels to  
be sold as a  
whole (not  
broken down  
into smaller  
pieces) to be  
conducted on  
June 26, 2020  
at 10:00 a.m.,  
at 61 South  
Main Street,  
Room 131 in  
Farmington,  
Utah

**Request Approval #2020-285 of 2020 Delinquent Property Tax Sale traditional bidding process and parcels to be sold as a whole (not broken down into smaller pieces) to be conducted on June 26, 2020 at 10:00 a.m., at 61 South Main Street, Room 131 in Farmington, Utah — Presented by Commissioner Kamalu**

It was announced that on June 26, 2020, at 10:00 a.m., the County would hold the 2020 Delinquent Property Tax Sale in Room 131 of the Davis County Administration Building. The Tax Sale is held every year by the Clerk/Auditor's Office, and parcels of property that are delinquent in taxes for five years are auctioned. Curtis Koch, Clerk/Auditor, offered some background on the delinquent parcels for this year's sale. The list started with 50 parcels. Of those 50 parcels, 23 were homes, 20 were parcels of land, and seven were commercial properties. Commissioners were given a list of the parcels advertised; several of the parcels had been redeemed. The advertisement shows preferred sales. The definition of a Preferred Sale is that these are properties that meet one or more of the following criteria: 1) The County has determined that the property is not an economically viable unit of property to possible bidders with a unique interest in the property due to property characteristics such as size, shape, access, zoning or other factors that may affect the economic value and use of the property; or 2) a non-preferential sale of the property would create a nuisance and/or cloud upon an existing interest in the property and could unreasonably diminish the value of such an interest. These properties will initially be offered without competition to persons or entities who own property that abuts the identified property, or other persons or entities who have a unique interest in the identified property. If these properties are not purchased initially through the preferential sale, the County may offer these properties for sale to registered bidders at this annual real property delinquent tax sale.

It was noted that some properties may have been withdrawn from the sale because of the County receiving some payments. Other reasons for withdrawal may be that the proper notice has not been given or erroneous legal descriptions, duplicate assessments, litigation, bankruptcy, have been discovered or deferrals of settlements have been granted by the Davis County Commission.

As of the morning of this Commission Meeting, there were still two homes on the Sale, seven parcels of land, and zero commercial properties. The County has been in touch with both of the homeowners and it was understood that one would pay today and another may pay tomorrow. A lot of hard work goes into making sure people know the deadlines – the County really does not want to sell anybody's property, but in particular homes. It is recognized, however, that that is the purpose of the law. It is hoped that by Friday morning there will be zero homes for sale.

Commissioners were asked to give approval for the parcels to be sold as a whole and not broken down into smaller pieces, and that the sale be conducted on June 26, 2020.

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

Amendment  
#2019-196-A  
with AJC  
Architects to  
modify scope of

**Amendment #2019-196-A with AJC Architects to modify scope of work for the North Branch Library (Clearfield) to include additional fees for construction, civil and landscape architecture, FFE and Art — Presented by Commissioner Kamalu**

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work for the North Branch Library (Clearfield) to include additional fees for construction, civil and landscape architecture, FFE and Art

An amendment was introduced to a contract with AJC Architects to modify the scope of work for the North Branch Library, which will be located in Clearfield, to include additional fees for construction cost, civil and landscape architecture, furniture layout and specifications, and art, for a cost increase of \$31,767.22. There are multiple reasons for the increase. The original contract with AJC Architects was based on a fee of 6 percent of the construction cost; the recently-approved increase in the guaranteed maximum price of the project raises the total cost of the project to \$4,626,287, so this portion of the amendment increases the architectural fees to \$277,577.22. There were significant changes to the west side of the building and landscaping, made to simplify that area to stay within the budget, which required additional architectural services. This amendment establishes hourly rates for assistance with the furniture and the art for the Clearfield project and a “not to exceed” amount for assistance with the art. There are no beginning or ending dates associated with the amendment. The payable amount is \$31,767.22 additional.

Agreement #2020-286 with Intermountain Testing Services for quality control testing and inspection services for the North Branch Library

## **Agreement #2020-286 with Intermountain Testing Services for quality control testing and inspection services for the North Branch Library (Clearfield) — Presented by Commissioner Kamalu**

An agreement with Intermountain Testing Services was presented. The contract is for quality control testing and inspection services for the North Branch Library in Clearfield. The contract begins 06/23/2020 and there is not an ending date. The payable amount is \$14,295.

Amendment #2017-189-B with Comprise Technologies, Inc. for ent software licenses for public internet computers at the Syracuse Northwest Library

## **Amendment #2017-189-B with Comprise Technologies, Inc. for six additional time management software licenses for public internet computers added as part of the Syracuse Northwest Library expansion/remodel — Presented by Commissioner Kamalu**

An amendment was introduced to a contract with Comprise Technologies Incorporated. The amendment adds six software licenses for public internet computers added as part of the Syracuse Northwest Branch Library’s recent expansion and remodel. The contract period is 06/23/2020 to 05/22/2022. The initial payable cost for the additional licenses is \$570. After the first year, the annual cost for those six licenses drops to \$114.

Agreement # 2020-287 with Tech Logic Corp. for license and software support for library patron self service check-out

## **Agreement #2020-287 with Tech Logic Corp. for license and software support for library patron self-service checkout — Presented by Commissioner Kamalu**

An agreement with Tech Logic Corporation was presented. The contract is for software that integrates the library server and database to allow library patrons to check out materials using self-service checkout stations. This is technology that is already used in the library system. The contract period is 07/01/2020 to 06/30/2021. The payable annual amount, which is the same as it was last year, is \$3,080.

Amendment #2018-78-B with SWCA Environmental Consultants to extend end date for NEPA environmental analysis on the Bonneville Shoreline Trail

## **Amendment #2018-78-B with SWCA Environmental Consultants to extend end date to complete the NEPA environmental analysis on the Bonneville Shoreline Trail — Presented by Commissioner Kamalu**

An amendment to a contract with SWCA Environmental Consultants, to complete the NEPA (National Environmental Policy Act) environmental analysis on the Bonneville Shoreline Trail, was introduced. The amendment extends the contract deadline to allow more time to complete cultural survey work to ensure there are not any artifacts in the project area. There is no additional funding being requested. The contract period is 06/16/2020 to 12/31/2020. The payable amount is \$91,724.

Temporary Access License #2020-288 to UTOPIA to install fire cameras on the cell tower at Valley View Golf Course

## **Temporary Access License #2020-288 to UTOPIA to install fire cameras on the cell tower at Valley View Golf Course — Presented by Commissioner Kamalu**

A request was made to grant a temporary access license to the Utah Telecommunication Open Infrastructure Agency, otherwise known as UTOPIA, to install fire cameras on the cell tower at the Valley View Golf Course. The cameras will help the County and the Layton City Fire Department to detect fires in the mountains. The contract begins 06/23/2020 and continues for one year, with the option to renew for two additional annual terms. There is no financial information associated with this request.

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Agreement #2020-289 with Kaysville City to provide dispatch services for police, fire and emergency medical services

## **Agreement #2020-289 with Kaysville City to provide dispatch services for police, fire and emergency medical services — Presented by Commissioner Kamalu**

An interlocal agreement with Kaysville City was presented. The agreement is for dispatch services for Kaysville City for police, fire, and emergency medical services. The contract period is 07/01/2020 to 06/30/2021. The fire services amount is \$49,155.60, and the police services amount is \$77,632, for a receivable total of \$126,787.60.

Agreement #2020-290 with Casey Alan Watts for Special Functions and Basic Corrections Training

## **Agreement #2020-290 with Casey Alan Watts for Special Functions and Basic Corrections Training — Presented by Commissioner Kamalu**

A training reimbursement agreement with Casey Alan Watts, for Special Functions and Basic Corrections Training, was introduced. The contract period is 06/23/2020 to 06/23/2022. The receivable amount is \$13,518.

Agreement #2020-291 with Jhoacim Meneses for Basic Corrections Academy, benefits and wages

## **Agreement #2020-291 with Jhoacim Meneses for Basic Corrections Academy, benefits and wages — Presented by Commissioner Kamalu**

A training reimbursement agreement with Jhocuin Meneses was presented. The agreement is for Basic Corrections Academy, benefits and wages. The contract period is 06/23/2020 to 06/23/2022. The receivable amount is \$5,692.84.

Agreement 2020-292 with USA Wrestling Utah for space rental for Greco and Freestyle State Wrestling Tournament at the Legacy Events Center

## **Agreement #2020-292 with USA Wrestling Utah for space rental for Greco and Freestyle State Wrestling Tournament at the Legacy Events Center — Presented by Commissioner Kamalu**

An agreement with USA Wrestling Utah was introduced. The agreement is for rental space for a state tournament for Greco and Freestyle wrestling. In the past, the tournament has brought in 3,000 people, with 70% of them coming from outside of Davis County. The contract period is 4/21/2021 to 04/24/2021. The receivable amount is \$2,688.30.

Letter #2020-293 Letter to Utah Office of Tourism committing matching funds needed for grant application

## **Letter #2020-293 to Utah Office of Tourism committing matching funds needed for a grant application for the 2020-2021 Two Seasons Promotional Campaign — Presented by Commissioner Kamalu**

A letter to the Utah Office of Tourism was introduced. The letter commits matching funds that are needed for the 2020 Utah Office of Tourism grant application. The full requested amount is \$87,500. The County will know the amount awarded by mid-August. The term is 06/16/2020 to 12/31/2020. The payable amount is up to \$87,500 for the match.

Motion to Approve Remaining 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**

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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**

- Five Veteran Tax Exemption Abatements for the year 2019
- A Veteran Tax Abatement on 2019, which is a correction from the prior register of 06-16-2020

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## Assessor's Adjustments

- A Penalty Waiver Application report with a total of \$25
- Assessor-initiated corrections with various corrections totaling \$2,239,386 Difference in Taxable Value

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

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

## CONSENT ITEMS

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Check Registers

### Check Registers

Check Registers were approved.

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

Indigent  
Hardship  
Abatement  
Register

### Indigent Hardship Abatement Register

The Indigent Abatement Hardship Register was presented for approval. [The applicant's name was given during the meeting, but due to a legislative update of UCA § 63G-3-202 that went into effect on May 12, 2020, the name has not been included in the written minutes.]

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

## COMMISSION COMMENTS

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There were no comments from Commissioners.

## MEETING ADJOURNED

Commission meeting was adjourned at 4:35 p.m.

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

Minutes approved on: 07/21/2020

/s/ Curtis Koch  
Curtis Koch  
Clerk/Auditor

/s/ Lorene Miner Kamalu  
Lorene Miner Kamalu  
Commission Chair