

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES Tuesday, February 6, 2024

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, February 6, 2024, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

All documents from this meeting are on file in the Davis County Clerk's Office. The agenda for this meeting is incorporated into the minutes as item headers.

### **PRESENT ON THE DAIS**

**Chair** Bob J Stevenson

**Vice Chair** Randy B. Elliott (left meeting at 10:48 AM)

**Commissioner** Lorene Miner Kamalu

**County Clerk** Brian McKenzie

**County Auditor** Curtis Koch

**Chief Deputy Civil Attorney** Neal Geddes

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### **OPENING**

The meeting convened at 10:00 AM and Richard Maughan led the Pledge of Allegiance.

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### **RECOGNITION, PRESENTATION, AND INFORMATIONAL ITEMS**

1. #46/2024. **Employee Service Awards for February 2024 recognizing employees who have reached milestones in their careers with Davis County — presented by Commissioner Kamalu**

#### **Community and Economic Development (CED)**

Kent Andersen, CED Director - 5 years. Commissioner Stevenson spoke on Director Anderson's behalf. Commissioner Stevenson had previously worked with Director Anderson while they both were employed by Layton City. They built a good working relationship there and it carried over when they both came to work for the County. Director Anderson has been a great example and is one of the most highly respected economic development people in Utah.

#### **Information Systems (IS)**

Rich Ellis, Technical Support Specialist - 5 years. Unable to attend, recognized by a round of applause.

Trent Limb, Software Engineer - 10 years. Mark Langston, IS Director, spoke on Trent's behalf. Trent is what Director Langston would classify as the perfect employee. He is phenomenal at his job, doesn't actively seek praise, and has a sense of humor. Trent is very smart and doesn't make others feel dumb when he shares his knowledge. He is very appreciated on the team.

#### **Library**

Kelsey Christensen, Library Clerk - 5 years. Unable to attend, recognized by a round of applause.

Thora Christensen, Library Acquisitions Assistant - 10 years. Unable to attend, recognized by a round of applause.

#### **Recorder's Office**

Ivette Coulter, Recorder Technician - 10 years. Richard Maughan, Davis County Recorder, spoke on Ivette's behalf. Ivette was born and raised in Mexico City. She came to the United States and attended Brigham Young University. She speaks four different languages and is a mother of three children. She is one of the happiest employees in the Recorder's Office. She has worked for the County for 10 years, two of which have been in the Recorder's Office. She is a great employee and the County is lucky to have her.

#### **Valley View Golf Course**

Allen Aoki, Course Marshall - 10 years. Unable to attend, recognized by a round of applause.

#### **Attorney's Office**

Mike Kendall, Senior Civil Counsel - 10 years. Neal Geddes, Chief Deputy Civil Attorney, and Troy Rawlings, Davis County Attorney, spoke on his behalf. He is an excellent and dedicated attorney with a great work ethic. His

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attention to detail and ideas have saved the County hundreds of thousands of dollars. The County is better off with him and he will hopefully stay for a long time.

Richard Larsen, Division Chief - 20 years. County Attorney Rawlings spoke on his behalf. Richard has been successful in everything he does in and out of the office. Davis County is a safer place because of him and the incredible training he provides to law enforcement. He is instrumental in trying to help shape key legislation with the State that impacts criminal justice in a positive way.

## **Assessor's Office**

David Jones, Real Property Data Collector - 15 years. Andrew Hansen, Davis County Assessor, spoke on his behalf. David is always good with a joke. He has an incredible memory for how the County has developed and the impact that development has had. While he is semi-retired as an Appraiser, the County still has him part-time as a Data Collector. The County is lucky to have his knowledge and experience.

Dianne Salt, Real Property Appraiser - 20 years. County Assessor Hansen spoke on her behalf. Dianne has been nicknamed the "appellant whisperer" for her ability to work with upset citizens and help them review their taxes. Her calm and sunny disposition is an asset to the department and the County is grateful to have her.

## **Clerk's Office**

Suzanne Wright, Deputy Clerk - 20 years. Amber Miller, Deputy Clerk Manager, and Brian McKenzie, Davis County Clerk, spoke on her behalf. Suzanne loves her family and spends as much of her free time with them as she can. She brings joy and laughter to the office and is great with the public. Suzanne is a great asset to the Elections team and has created many great relationships with the poll workers which allow the County's elections to run smoothly. She is an amazing member of the team and uplifts those around her.

Brian McKenzie, Davis County Clerk - 20 years. Curtis Koch, Davis County Auditor, and Commissioner Kamalu spoke on his behalf. He has been an exceptional County employee who worked his way up from Microfilm Technician to the County Clerk. His characteristics include dedication, integrity, hard work, and compassion. He has served in every function of the Clerk's Office in his time with the County and has become an expert on all the issues that office deals with. Through his leadership, the teams under him are highly regarded not only on a local level, but also on a state and federal level.

## **Health Department**

Loren Allen - 20 years. Jay Clark, Division Director of Environmental Health Service, spoke on his behalf. Loren has a wide range of experience with the Health Department and has had many roles during his time there. He is always willing to do what is needed for the department. He is appreciated for all of his hard work and hopefully he stays for many years.

## **Sheriff's Office**

Nivia Hernandez - 5 years. Unable to attend, recognized by a round of applause.

Ivan Guzman Robles - 5 years. Arnold Butcher, Deputy Chief, spoke on Ivan's behalf. He has been utilized as part of both the Housing and Intake areas of the Davis County Jail. He always has a calm demeanor which is beneficial in a Corrections setting. He is always first to show up to briefings and gets along with his coworkers who he enjoys joking around with. He makes work a fun environment and his service is appreciated.

Elaine Hamilton - 5 years. Unable to attend, recognized by a round of applause.

Asia Bre Huerta - 5 years. Deputy Chief Butcher spoke on her behalf. Asia has been an Officer-in-Charge (OIC), a Field Training Officer (FTO), and is currently a Background Investigator. Her team received a unit citation at the last Sheriff's banquet for their hard work, thanks in part to Asia. Asia is also a part of the recruitment team and works hard to make sure there are no vacant jobs. Overall she is a great asset to the department.

Laura Suiter - 10 years. Deputy Chief Butcher spoke on her behalf. Laura started out in the department as a Jail Operating Specialist (JOS). Laura is who the department turns to when they need help deciphering court decisions and documents. Without her, the department would have a tough time functioning with the amount of jail orders they receive.



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Austin Mead - 15 years. Deputy Chief Butcher spoke on his behalf. Austin has served in many capacities during his time with the department. He helps run hundreds of drug analysis tests a week as well as training others in the department to do so. He has also been an OIC, FTO, a Programs Coordinator, and is currently on the background team with Asia. He has recently been invited to speak at a conference in Las Vegas on the technology used for background investigations. He represents both the Sheriff's Office and the County very well.

Brian Gurr - 20 years. Deputy Chief Butcher spoke on his behalf. Brian is the newest Captain in the Sheriff's Office. He has had the opportunity to work in a lot of different facets while with the department. He has been on the SWAT team, served on the Community Emergency Response Team (CERT), and as an Emergency Vehicle Operations (EVO) instructor. The department is happy to have Brian.

Peter Sadler - 5 years. Unable to attend, recognized by a round of applause.

Dennis Jackson - 10 years. Unable to attend, recognized by a round of applause.

Chad Barnes - 15 years. Taylor West, Deputy Chief, spoke on his behalf. He started in Corrections and has served as an OIC, Classification Deputy, Training Coordinator, and served in the Crime Lab as a Detective. He is a consummate professional and a positive influence to the office.

Douglas Scott Jeppson - 15 years. Unable to attend, recognized by a round of applause.

Larry Nielsen - 25 years. Unable to attend, but Deputy Chief West spoke on his behalf. Larry has also had a variety of assignments over his career and is currently serving as Security for the Court. He was recognized by a round of applause.

## 2. #61/2024. Payment in Lieu of Taxes (PILT) for \$490.30 — presented by Blair Stringham, Northern Region Supervisor, Utah Division of Wildlife Services

Commissioner Elliott was excused from the rest of the meeting at 10:48 AM. The payment was presented to the Commission.

### Financial Information:

Terms: N/A

- Type: N/A
- Amount: \$490.30
- GL Account #: N/A
- Davis County Match Required: N/A
- Additional Financial Information: N/A

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## PUBLIC COMMENTS

No public comments made.

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## BUSINESS/ACTION

### PUBLIC HEARING: AUDITOR'S OFFICE

#### 3. RES #4/2024. Public Hearing and Resolution to approve additional budget appropriations — presented by Curtis Koch, County Auditor

Auditor Koch presented the additional budget appropriations by going through the 02 06 2024 Budget Amendment (Attachment A) line by line. Most of these appropriations are rollovers from 2023.

Financial Information: N/A

Terms: N/A

**Motion to open to a Public Hearing:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

No public comments made.

**Motion to close Public Hearing:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

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## VOTING

Motion to approve Item 3: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

## COMMUNITY & ECONOMIC DEVELOPMENT

4. RES #5/2024. Resolution approving an interlocal cooperation transportation agreement with Layton City — *presented by Kent Andersen, Director*

### Financial Information:

- Type: Payable
- Amount: \$3,120,000.00
- GL Account #: 2815445-540274
- Davis County Match Required: No
- Additional Financial Information: N/A

### Terms:

- Beginning Date: 02/06/2024
- Ending Date: 02/06/2074

5. #107/2024. Agreement with Utah Department of Transportation (UDOT) to add Weber State Davis campus as a destination to I-15 signage — *presented by Kent Andersen, Director*

### Financial Information:

- Type: Payable
- Amount: \$15,000.00
- GL Account #: 1010180-555310
- Davis County Match Required: N/A
- Additional Financial Information: N/A

### Terms:

- Beginning Date: 02/06/2024
- Ending Date: N/A

## VOTING

Motion to approve Items 4 - 5: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

## LIBRARY

6. #110/2024. Utah State Library (USL) Library Lender Support Grant — *presented by Ellen Peterson, Deputy Director*

This is an annual grant through the State Library. It is based on the number of materials the County loans to other libraries through the inter-library loan service.

### Financial Information:

- Type: Receivable
- Amount: \$13,428.39
- GL Account #: 2310580 472300
- Davis County Match Required: No
- Additional Financial Information: N/A

### Terms:

- Beginning Date: 07/01/2023
- Ending Date: 06/30/2024

## VOTING

Motion to approve Item 6: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

## SHERIFF'S OFFICE

7. #90/2024. 24/7 Secure Continuous Remote Alcohol Monitoring Program (SCRAM) Agreements with Davis County Sheriff's Office for January 2024 — *presented by Andrew Oblad, Chief Deputy*

### Financial Information:

- Type: Receivable
- Amount: See additional financial information
- GL Account #: 1020230-472000
- Davis County Match Required: N/A
- Additional Financial Information: \$30.00 enrollment fee, \$10.00 per day continuous alcohol monitoring fee, \$2.00 per intoxilyzer test, and \$6.00 per liquid drug screen test.

### Terms:

- Beginning Date: Upon final signature
- Ending Date: Until the individual is no longer under court order to participate in the program



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## 8. #91/2024. Training Agreement with Landon Joel Brown for Special Function Officer (SFO)- Basic Correction Officer (BCO) Certification — *presented by Andrew Oblad, Chief Deputy*

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### Financial Information:

- Type: Payable
- Amount: \$17,520.00
- GL Account #: 1020230-510110
- Davis County Match Required: N/A
- Additional Financial Information: This contract begins on the day that trainee is hired and runs for two years from that date. This becomes a receivable if at any time trainee defaults on the contract and would be recorded to GL account number 1020230-495200

### Terms:

- Beginning Date: Date of hire
- Ending Date: Two years from the beginning date

## 9. #92/2024. Modification of Grant 2020-502E between Davis County and the United States Department of Agriculture (USDA), Forest Service, Uinta-Wasatch-Cache National Forest to increase funding by \$9,500.00 — *presented by Andrew Oblad, Chief Deputy*

### Financial Information:

- Type: Receivable
- Amount: \$9,500.00
- GL Account #: 1020210-475300
- Davis County Match Required: N/A
- Additional Financial Information: Grant/Agreement 21-LE-11041914-006. Previous year carryover of \$25,800.00 for total fiscal year 2024 operating plan of \$35,300.00 (MOD 005)

### Terms:

- Beginning Date: Upon final signature
- Ending Date: 09/30/2025

### VOTING

**Motion to approve Items 7 - 9:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

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**Motion to move into Board of Equalization:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

### BOARD OF EQUALIZATION

## 10. #95/2024. Property Tax Register 01-30-2024 — *presented by Curtis Koch, County Auditor*

Previously Rescinded on January 30, 2024. The Property Tax Register for 01-30-2024 contained the following: Auditor's Adjustments consisting of Appeals reports, and Corrections; Assessor's Adjustments consisting of Corrections. This record is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

## 11. #93/2024. Property Tax Register 02-06-2024 — *presented by Curtis Koch, County Auditor*

The Property Tax Register for 02-06-2024 was presented and contained the following: Auditor's Adjustments consisting of Appeals reports, and Corrections; Assessor's Adjustments consisting of Corrections. This record is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

### VOTING

**Motion to approve Items 10 - 11:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

**Motion to reconvene Commission Meeting:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

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### CONSENT ITEMS

## 12. #94/2024. Abatement Register 02-06-2024 — *presented by Commissioner Stevenson*

### VOTING

**Motion to approve Item 12:** Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

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13. #97/2024. Work Session Meeting Minutes for January 16, 2024 — *presented by Commissioner Kamalu*

14. #98/2024. Work Session Meeting Minutes for January 23, 2024 — *presented by Commissioner Kamalu*

## VOTING

Motion to approve Items 13 - 14: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

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## CLOSING REMARKS

**Commissioner Kamalu** attended the sixth Annual Community Resilience Symposium on 02/02/2024. This is an event that sought to improve community resilience through multiple organizations. This began as part of the Health Department and various community partners. The symposium was held at Davis Technical College and online. One individual spoke on his traumatic childhood and how he is still surviving into his 40's with PTSD. The symposium is very successful every year and people are encouraged to watch the videos of speakers online and participate in the future.

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## MEETING ADJOURNED

Commission Meeting was adjourned at 11:15 AM.

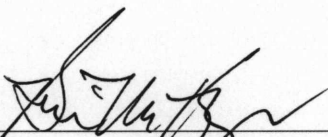
## ATTACHMENTS

All publicly distributed materials associated with this meeting are noted as the following attachments:

- A. 02 06 2024 Budget Amendment

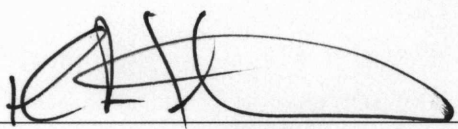
Minutes Prepared by:

Patrick Black  
Deputy Clerk

  
\_\_\_\_\_  
Brian McKenzie  
Davis County Clerk

Minutes Approved on:

03/05/2024

  
\_\_\_\_\_  
Bob J Stevenson  
Commission Chair





## February 6, 2024 Resolution &amp; Budget Opening Items

Fund/Dept.	Account Name				Reason
FUND 10	General Fund	Account #	Expense	Revenue	Explanation
Legal Defenders	Legal Defender #10	1010126-555340	\$ 110,210		Correction to 2024 budget - Replacement of Legal Defender #10.
Legal Defenders	Legal Defender #13	1010126-555343	\$ 7,070		Correction to 2024 budget - Missed increase for Legal Defender #13.
Information Systems	Software Maintenance	1010136-555265	\$ 16,400		Correction to 2024 budget - Next Request software license missed (Clerk Public Records).
Clerk	Bldg Improvements	1010142-620720	\$ 109,000		Rollover to 2024 - Balance of \$350K total and encumbrances for projects not completed for Elections.
Clerk	Equipment Repairs/Contracts	1010142-560252	\$ 8,250		Rollover to 2024 - Unable to finalize the purchase of election ballot opener prior to the end of the year. (Total \$80,000)
Clerk	Equipment	1010142-640740	\$ 71,750		Rollover to 2024 - Unable to finalize the purchase of election ballot opener prior to the end of the year. (Total \$80,000)
Attorney	Prof & Tech	1010145-555310	\$ 15,000		Increase budget for interlocal agreement with SLCo for a deputy district attorney's work on tax appeal case.
Attorney (Info Systems)	Computer Equipment	1010145-540643	\$ 1,730		Rollover to 2024 - PC for Attorney's Office
Non-Departmental	Bldg Improvements	1010150-620720	\$ 300,000		Elevators Replaced in Administration Building
Sheriff	Vehicle Related	1020210-650744	\$ 5,147		Rollover to 2024 - PO 23300086 Equip & Install Vehicle 23-11
Sheriff	Vehicle Related	1020210-650745	\$ 9,741		Rollover to 2024 - PO 23300265 Equip & Install Vehicle 23-18
Vehicle Maintenance	Vehicle Related	1040152-650744	\$ 20,479		Rollover to 2024 - Residual 2023 funding in vehicles to be moved to 2024 vehicle related expenses to outfit unit 2023-02 received in December.

Fund Balance Increase/(Decrease) \$ 674,777 \$ -

FUND 13	Animal Care	Account #	Expense	Revenue	Explanation
Animal Care	Building Improvements	1320253-620720	\$ 480,369	\$ -	Rollover to 2024 - RFP process not completed - Bldg Architect
Animal Care	Vehicle Related	1320253-650744	\$ 16,252	\$ -	Rollover to 2024 - Unable to purchase vehicles in 2023 due to COVID delays
Animal Care	Vehicles	1320253-650745	\$ 13,777	\$ -	Rollover to 2024 - Unable to purchase vehicles in 2023 due to COVID delays
Animal Care	Vehicles	1320253-650745	\$ 36,050		Rollover to 2024 - Increase budget for insurance claim received for damaged vehicle.

Fund Balance Increase/(Decrease) \$ 546,448 \$ -

FUND 18	Tourism	Account #	Expense	Revenue	Explanation
Tourism/Davis Conf Ctr	Improvements - Capital	1810174-620720	\$ 26,000		Rollover to 2024 - HVAC Replacement
Tourism/Davis Conf Ctr	Improvements - Capital	1810174-620720	\$ 35,000		Rollover to 2024 - Surge Protector
Tourism/Davis Conf Ctr	Bldg & Grounds Maint	1810174-560260	\$ 80,000		Rollover to 2024 - Landscaping
Tourism/Davis Conf Ctr	Bldg & Grounds Maint	1810174-560260	\$ 48,000		Rollover to 2024 - Parking Lot/No Grass

Fund Balance Increase/(Decrease) \$ 189,000 \$ -

FUND 21	Class B Roads	Account #	Expense	Revenue	Explanation
Class B Roads	Misc Services	2140430-550620	\$ 40,037		Rollover to 2024 - Stripe Antelope Island Causeway and Mutton Hollow area roads.

Class B Roads	Misc Services	2140430-550620	\$ 11,803		Rollover to 2024 - 650 N Slurry Seal (postponed due to Kaysville City Wilderness parking lot build)
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**Fund Balance Increase/(Decrease)** \$ 51,840 \$ -

FUND 24	Flood Control	Account #	Expense	Revenue	Explanation
Flood Control	Flood Projects	2440410-670756	\$ 2,068,650		Rollover to 2024 - DSB Project at 100 West and 800 West (postponed due to flooding response)
Flood Control	Flood Projects	2440410-670756	\$ 60,000		Rollover to 2024 - Hooper Draw Project (postponed due to flooding response)

**Fund Balance Increase/(Decrease)** \$ 2,128,650 \$ -

FUND 42	Debt Service Construction	Account #	Expense	Revenue	Explanation
WSP (Info Systems)	Construction	4210248-600702	\$ 219,279		Rollover to 2024 - Fiber pathway bore, conduit and pull boxes for fiber to WSP.
WSP (Info Systems)	Construction	4210248-600702	\$ 70,795		Rollover to 2024 - Fiber and Termination for WSP fiber.
Tourism	Architect	4210248-600701	\$ 479,192		Rollover to 2024 - WSP Project - Architect

**Fund Balance Increase/(Decrease)** \$ 769,266 \$ -

FUND 45	Capital Projects	Account #	Expense	Revenue	Explanation
Capital Projects	Bldg Improvements	4510910-620720	\$ 997,780		Rollover to 2024, 2/3 share of Façade Project.

**Fund Balance Increase/(Decrease)** \$ 997,780 \$ -

FUND 48	Library	Account #	Expense	Revenue	Explanation
Lib HQ	Bldg Improvements	4810950-620720	\$ 15,000		Rollover to 2024 - Balance of contract for Layton Library Boiler Project to include contractor and engineer.
Lib HQ	Bldg & Grounds Maint	4810950-560260	\$ 15,000		Rollover to 2024 - Window Replacement for CTV Library

**Fund Balance Increase/(Decrease)** \$ 30,000 \$ -

FUND 51	Golf	Account #	Expense	Revenue	Explanation
Davis Park	Bldg Improvements	5170661-620720	\$ 15,000		Rollover to 2024 - Kitchen A/C and stand alone unit.
Davis Park	Land Improvement	5170661-630730	\$ 27,797		Rollover to 2024 - Davis Park Golf Chain Link Fence Project.

**Fund Balance Increase/(Decrease)** \$ 42,797 \$ -

FUND 63	Facilities	Account #	Expense	Revenue	Explanation
Buildings & Grounds West	Bldg Improvements	6310862-620720	\$ 329,253		Rollover to 2024 - MAU (Make Up Air Boiler Room)
Buildings & Grounds West	Bldg Improvements	6310862-620720	\$ 182,305		Rollover to 2024 - Contract 355/2023 Aqua Engineering
Buildings & Grounds West	Capital Equipment	6310862-640740	\$ 88,704		Rollover to 2024 - 10 Heat/AC Evaporator Coolers

**Fund Balance Increase/(Decrease)** \$ 600,262 \$ -

FUND 80	SLFRF	Account #	Expense	Revenue	Explanation
SLFRF	Architect	8010862-600701	\$ 2,517,444		Rollover to 2024 - EOC Funding Contract

**Fund Balance Increase/(Decrease)** \$ 2,517,444 \$ -

**Total Revenue Change** \$ -



Total Expense Change \$ 8,548,263

**Resolution:** Utah Code Ann. § 17-36-24 (1975) and 17-36-23 (1975), as amended. Passed and approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, with Commissioners Randy Elliott \_\_\_\_\_, Lorene Kamalu \_\_\_\_\_, and Bob Stevenson \_\_\_\_\_ all voting as documented herein above.

**Attest:**

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Brian McKenzie, Clerk

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Lorene M. Kamalu, Commission Chair

