

COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES Tuesday, March 26, 2024

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, March 26, 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

County Clerk Brian McKenzie

County Auditor Curtis Koch

Chief Deputy Civil Attorney Neal Geddes

EXCUSED

Commissioner Lorene Miner Kamalu

OPENING

The meeting convened at 10:00 AM and Clerk Brian McKenzie led the Pledge of Allegiance.

PUBLIC COMMENTS

U.S. Congressman Blake Moore, Utah's First District Representative, shared some achievements and wins that involve Davis County. Funding was secured for: water towers at Hill Air Force Base (AFB); pedestrian bridges in Clearfield City; Davis County School District and Homeless Teen Resource Center; and Clinton City's water infrastructure. Every year, the National Defense Authorization Act authorizes certain funding and programs; the act is finalized with the appropriation process. This year, the bill containing the funding was passed on March 22, 2024 [\$1.2 trillion spending package]. Hill AFB is the second-best AFB in the United States; Congressman Moore will support the development and funding of Hill AFB. The 35A Sentinel intercontinental ballistic missile program is based at Hill AFB, and it has been fully funded. Funding was also secured for the F35 fighter program, child care programs and cybersecurity programs. Also, passports processing times have improved.

Commissioner Stevenson stated that Congressman Moore is the "right man" for his position. Congressman Moore stands up for what is right and is not afraid of criticism. Commissioner Stevenson was thankful for Congressman Moore's time and efforts.

BUSINESS/ACTION

AUDITOR'S OFFICE

1. #222/2024. Notice of Intent to Engage in Contract Negotiations with Madden Preprint Media, LLC — presented by Curtis Koch, County Auditor

Financial Information: N/A

Terms: N/A

CLERK'S OFFICE

2. #238/2024. Agreement with Link Labs for Annual Service of SuperTag Plus Devices — presented by Brian McKenzie, County Clerk

SuperTag Plus devices will be installed into Davis County's election drop boxes, as a security enhancement. These devices will allow for 24-hour monitoring, and they will detect any movement or opening of the boxes. If movement or opening of the box happens, a log is created and a notification is sent if circumstances are outside of the norm. Commissioner Stevenson asked if there is a plan to have more election drop boxes throughout the County and if there is a requirement for the number of boxes that the County needs to provide. Clerk Brian McKenzie said there are requirements in State statute about how many boxes are required; Davis County has chosen to go above and beyond the minimum requirements. There are not future plans of expanding the number election boxes in the County. There is currently one box in each municipality of Davis County, outside of the regular polling locations. Davis County provides return postage on by mail ballots, providing many options for voters. Commissioner Stevenson asked what percentage of ballots are put into the election drop boxes compared to how many ballots are mailed back to Davis County. Clerk McKenzie answered that Davis County has one of the highest return rates in the State for ballots returned through the mail; 60-70% are received through the mail and 30-40% are received through the drop boxes.

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Financial Information:

- Type: Payable
- Amount: \$5,693.28
- GL Account #: 1010142-540606
- Davis County Match Required: No
- Additional Financial Information: Annual amount of this agreement is a payable of \$1,879.76 each year for three years for a total of \$5,693.28 for the term of the agreement.

Terms:

- Beginning Date: 03/26/2024
- Ending Date: 03/20/2027

VOTING

Motion to Approve Item 2: Bob J Stevenson. **Second:** Randy B. Elliott. All present voted aye.

PUBLIC HEARING: COMMUNITY & ECONOMIC DEVELOPMENT

3. #196/2024. Public Hearing for Davis County 2022-2023 Consolidated Annual Performance Evaluation Report (CAPER) —Ryan Steinbeigle, Grants Administrator, presenting on behalf of Kent Andersen, Director

This report highlights different projects and activities funded by the County and highlights any challenges or successes during the course of these projects. This report is submitted at the end of the program year. In total, 15 different projects and activities were funded for \$1.4 million dollars.

Financial Information: N/A

Terms: N/A

Motion to open a public hearing: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

Commissioner Stevenson invited public comments, and none were given.

Motion to close the public hearing: Bob J Stevenson. **Second:** Randy B. Elliott. All present voted aye.

VOTING

Motion to Adopt Item 3: Bob J Stevenson. **Second:** Randy B. Elliott. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

4. #212/2024. Contract with Valor Academy of Martial Arts to Hold Competitions — presented by Kent Andersen, Director

Financial Information:

- Type: Receivable
- Amount: \$2,065.00
- GL Account #: 1810172-455000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 08/23/2024
- Ending Date: 02/07/2025

5. #227/2024. Ratification of The Utah Air Show Foundation 2024 sponsorship agreement — presented by Kent Andersen, Director

The “Warriors over the Wasatch” event will be held June 29 and 30; 500,000 visitors are expected from across the country. The updated 2023 economic impact report is estimated to be \$11 billion dollars compared to 2022, which had an estimated \$9 billion dollars in economic impact from Hill AFB.

Financial Information:

- Type: Payable
- Amount: \$25,000.00
- GL Account #: 1810170-540540
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 03/14/2024
- Ending Date: 07/01/2024

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6. #239/2024. **Approval of Certification form that states Davis Community Housing Authority's (DCHA) Public Housing Agency (PHA) Plan is Consistent with the County Consolidated Plan — presented by Ryan Steinbeigle, Grants Administrator**

There was a change of language to the first page of the contract reading “Davis County works collaboratively with cities, developers and nonprofits to encourage a variety of affordable housing initiatives and strategies.”

Financial Information: N/A

Terms:

- Beginning Date: 03/26/2024
- Ending Date: N/A

VOTING

Motion to Approve Items 4-6: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

HEALTH

7. #215/2024. **Summary Sheet of Low-Risk, Low-Dollar Accounts Payables — presented by Brian Hatch, Director**

Financial Information:

- Type: Payable
- Amount: \$3,000.00 (\$1,500.00 each)
- GL Account #: 1530311-550620
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 03/07/2024
- Ending Date: N/A

8. #236/2024. **Proposal-Contract with CCI Service for South Davis Senior Activity Center (SDSAC) ductless system and circulation fan — presented by Brian Hatch, Director**

Financial Information:

- Type: Payable
- Amount: \$10,746.00
- GL Account #: 1510325-620720
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 03/26/2024
- Ending Date: N/A

VOTING

Motion to Approve Items 7-8: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

HUMAN RESOURCES

9. #237/2024. **Human Resources Policy #290 Recruitment and Hiring — presented by Mindy Adams**

This policy combines several policies and merit ordinances into one policy to improve efficiency.

Financial Information: N/A

Terms:

- Beginning Date: 03/26/2024
- Ending Date: N/A

VOTING

Motion to Approve Item 9: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

INFORMATION SYSTEMS

10. #221/2024. **Davis County Information Systems Policy 119 - Generative Artificial Intelligence Usage — presented by Mark Langston, Director**

The policy authorizes artificial intelligence to be used in the County as long as processes are followed to make sure data is [secure] and it is identified as created by artificial intelligence.

Financial Information: N/A

Terms:

- Beginning Date: 03/26/2024
- Ending Date: N/A

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11. #233/2024. Davis County Information Systems Policy 120 - Web Privacy Policy Statement — presented by Mark Langston, Director

New State legislation requires the posting of a privacy statement on the County's website. The statement has been vetted through the departments.

Financial Information:

- Type: Pass-Through
- Amount: N/A
- GL Account #: N/A
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 03/26/2024
- Ending Date: N/A

VOTING

Motion to Approve Items 10-11: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

LIBRARY

12. #193/2024. Ratification of the contract for the American Library Association (ALA) Holocaust Museum Exhibit grant — presented by Josh Johnson, Director

This exhibit will be located in the Clearfield library branch from September 28 to November 9, 2025. There have been about 50 locations selected throughout the country for this chance to display the ALA Holocaust Museum Exhibit.

Financial Information:

- Type: Receivable
- Amount: \$3,000.00
- GL Account #: 2310580 530623
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:

- Beginning Date: 01/01/2025
- Ending Date: 09/09/2025

13. #226/2024. Contract renewal with Patron Point, Inc. for Patron Point software and service — presented by Ellen Peterson, Deputy Director

Financial Information:

- Type: Payable
- Amount: \$17,250.00
- GL Account #: 2310580 555265
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:

- Beginning Date: 03/30/2024
- Ending Date: 03/29/2025

VOTING

Motion to Approve Items 12-13: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

SHERIFF'S OFFICE

14. #183/2024. Memorandum of Understanding between Utah Department of Corrections and Davis County Sheriff's Office for payment of outstanding balance on Erik Thomas Winther's training contract #2022-117 — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Receivable
- Amount: \$2,741.08
- GL Account #: 1020230-495200
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 02/01/2024
- Ending Date: 05/15/2024

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15. #190/2024. Ratification of notice to Dominion Energy to move two natural gas meters at the Criminal Complex to Transportation Services (Summit Energy) — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: N/A
- Amount: N/A
- GL Account #: N/A
- Davis County Match Required: N/A
- Additional Financial Information: This service is on two meters only. Meter #1 Service Agreement: 9713800062. Meter #2 Service Agreement: 9713800892.

Terms:

- Beginning Date: Upon final signature
- Ending Date: 06/30/2024

16. #191/2024. Service Provider Contract between Davis County and the State of Utah for six limited licenses for the use of HigherGround Live911 Software — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Payable
- Amount: \$22,080.00
- GL Account #: 1920219-555266
- Davis County Match Required: N/A
- Additional Financial Information:
Year 1 \$8,280.00;
Year 2 \$6,900.00;
Year 3 \$6,900.00

Terms:

- Beginning Date: Upon final signature
- Ending Date: Three years from final signature

17. #198/2024. Training Agreement with Malaiyah Jonia Thomas for Law Enforcement Officer (LEO) certification — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Payable
- Amount: \$14,793.00 estimated
- GL Account #: 1020210-510110
- 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 1020210-495200.

Terms:

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

18. #218/2024. Cooperative Law Enforcement Agreement between Davis County Sheriff's Office and the United States Department of Agriculture (USDA), Forest Service Uinta-Wasatch-Cache National Forest and Weber Basin Job Corps Civilian Conservation Center — presented by Andrew Oblad, Chief Deputy

Financial Information: N/A

Terms:

- Beginning Date: Upon final signature
- Ending Date: 06/30/2024

19. #219/2024. Standard Service Provider Contract between Davis County and Prism Systems Corporation for the Genetec Advantage Program (Security Camera Systems) — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Payable
- Amount: \$12,540.00
- GL Account #: 6310862-560252
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: Upon final signature
- Ending Date: 12/31/2024

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20. #224/2024. Summary List for Sheriff's Office Interns - Spring 2024 — presented by Andrew Oblad, Chief Deputy

Financial Information: N/A

Terms:

- Beginning Date: 01/08/2024
- Ending Date: 05/31/2024

21. #225/2024. Contract between Davis County and American National Standards Institute (ANSI) National Accreditation Board, LLC — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Payable
- Amount: \$11,400.00
- GL Account #: 1020210-540613
- Davis County Match Required: N/A
- Additional Financial Information: Perform a surveillance document review in July of 2024. Perform a reassessment in July 2025. Davis County shall pay the Service Provider an amount not to exceed \$2,400.00 after the Service Provider completes the required services under this contract for 2024. Davis County shall pay the Service Provider an amount not to exceed \$9,000.00 after the Service Provider completes the required services under this contract for 2025.

Terms:

- Beginning Date: Contract will become effective when all parties have signed it. The date of this agreement will be the date this agreement is signed by the last party to sign it.
- Ending Date: This contract will terminate on the date that the parties have satisfied each of their respective duties.

22. #223/2024. Extend service plan agreement made between Medical Priority Consultants, Inc. dba Priority Dispatch Corp and Davis County — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Payable
- Amount: \$45,000.05
- GL Account #: 1920219-555266
- Davis County Match Required: N/A
- Additional Financial Information:
12/1/2023 - 11/30/2024 \$9,000.01;
12/1/2024 - 11/30/2025 \$9,000.01;
12/1/2025 - 11/30/2026 \$9,000.01;
12/1/2026 - 11/30/2027 \$9,000.01;
12/1/2027 - 11/30/2028 \$9,000.01

Terms:

- Beginning Date: 12/01/2023
- Ending Date: 11/30/2028

23. #228/2024. Service Provider Contract between Davis County and FirstTwo, Inc. for a subagency license for 26 to 50 users — presented by Andrew Oblad, Chief Deputy

Financial Information:

- Type: Payable
- Amount: \$6,000.00 annually
- GL Account #: 1920219-555266
\$5,000.00 1020210-555266 \$1,000.00
- Davis County Match Required: N/A
- Additional Financial Information: \$500.00 per month

Terms:

- Beginning Date: Upon final signature
- Ending Date: 12/31/2024

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24. #229/2024. **Donation Agreement between Davis County and Jeffrey R. Williams for hygiene kits with a value of approximately \$100.00 — presented by Andrew Oblad, Chief Deputy**

Financial Information:

- Type: Receivable
- Amount: \$100.00 (approximately)
- GL Account #: 1020210-493000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: Upon final signature
- Ending Date: N/A

25. #232/2024. **Amendment #4 to Contract 2020-068 between Davis County and Summit Food Service, LLC for food services in the Davis County Correctional Facility adjusting the sliding scale pricing for meals — presented by Andrew Oblad, Chief Deputy**

Financial Information:

- Type: Payable
- Amount: \$55,500.00 estimated increase
- GL Account #: 1020230-540244
- Davis County Match Required: N/A
- Additional Financial Information: Current budget amount is \$1,067,000.00 plus estimated increase of
\$55,500.00 = \$1,122,500.00
(\$1,067,000.00 x .052 = \$55,484.00 rounded up to \$55,500.00)

Terms:

- Beginning Date: Upon final signature
- Ending Date: N/A

VOTING

Motion to Approve Items 14-25: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

Motion to recess to Board of Equalization: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

BOARD OF EQUALIZATION

26. #234/2024. **Property Tax Register 03-26-2024 — presented by Curtis Koch, County Auditor**

The Property Tax Register for March 26, 2024, was presented and contained the following: Auditor's Adjustments consisting of Appeals reports, Abatement reports, and Corrections. This record is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

VOTING

Motion to Approve Item 26: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

Motion to reconvene Commission Meeting: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

CONSENT ITEMS

27. #242/2024. **Regular Commission Meeting Minutes for March 5, 2024 — presented by Commissioner Stevenson**

28. #241/2024. **Regular Commission Meeting Minutes for March 12, 2024 — presented by Commissioner Stevenson**

29. #220/2024. **Work Session Minutes for March 12, 2024 — presented by Commissioner Stevenson**

VOTING

Motion to Approve Item 27-29: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

CLOSING REMARKS

Commissioner Stevenson stated that a year ago, the legislature authorized the ability to change the title of County Auditor to County Controller [as permitted under Utah Code 17-19a-202(6)]. Commissioner Stevenson asked that a work meeting be set up in which Neal Geddes and Curtis Koch could further educate the Commission about what the options are.

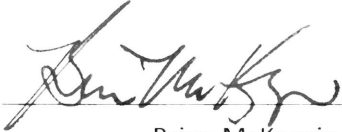
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MEETING ADJOURNED

Commission Meeting was adjourned at 10:33 AM.

Minutes Prepared by:

Aaron Moyes
Deputy Clerk



Brian Mckenzie
Davis County Clerk

Minutes Approved on:

04/23/2024



Bob J Stevenson
Commission Chair

