

BOARD OF COUNTY COMMISSIONERS, UTAH COUNTY, UTAH  
**MINUTES OF PUBLIC MEETING**  
COMMISSION CHAMBERS, ROOM 1400  
OF THE UTAH COUNTY ADMINISTRATION BUILDING  
**November 1, 2016 - 9:00 A.M.**

**PRESENT:** COMMISSIONER LARRY A. ELLERTSON, CHAIR  
COMMISSIONER WILLIAM C. LEE, VICE-CHAIR  
COMMISSIONER GREG GRAVES

**ALSO PRESENT:**

Paul Jones, Utah County Deputy Attorney  
Michelle Araujo, Commission Office  
Lisa K. Nielson, Commission Office  
Brian Voeks, Commission Office  
Robert Baxter, Utah County Purchasing Manager  
Bryan E. Thompson, Utah County Clerk/Auditor  
Emily Gillingwater, Clerk/Auditor – Tax Admin.  
Burt Garfield, Assessor’s Office  
Peter A. Jeppsen, Assessor’s Office  
Clarissa Reeve, Assessor’s Office  
Jim Stevens, Assessor’s Office  
Tod Smith, Assessor’s Office  
Bryce Armstrong, Community Development  
Joshua Ivie, Community Development  
Ralph Clegg, Health Department Exec. Director  
Sonia Dale, Utah County Health Department  
Eric Edwards, Utah County Health Department  
Bryce C. Larsen, Utah County Health Department  
Steven A. Mickelson, County Health Department

Denise Cloward, Drug/Alcohol Prevention/Treatment  
Robert Johnson, Drug & Alcohol Prevention & Treatment  
Heather Lewis, Drug & Alcohol Prevention & Treatment  
Neil Peterson, Information Systems Director  
Mark Brady, County Personnel Assistant Director  
Richard Nielson, Utah County Public Works Director  
James O. Tracy, Utah County Sheriff  
Dalene Higgins, Utah County Sheriff’s Office  
Kim T. Jackson, Utah County Treasurer  
Cary McConnell, Utah County Treasurer’s Office  
Randy D. Edwards, Utah County Veterans Services  
Andrew Wilson, Utah County Veterans Services  
Nathan Ivie, County Resident  
Al Kara, County Resident  
Jamon Scott, -No further information given-  
Ting Villa, -No further information given-  
Katie England, *The Daily Herald*  
Mike Stansfield, Fairways Media  
Renée Caron, Clerk/Auditor Administrative Assistant

Commissioner Ellertson called the meeting to order at 9:04 A.M. and welcomed those present. The following matters were discussed:

**PRAYER/READING/THOUGHT:** Steven A. Mickelson, Utah County Health Department  
**PLEDGE OF ALLEGIANCE:** Andrew Wilson, Utah County Veterans Services

**CONSENT AGENDA**  
*(Track A, 02:40)*

1. **APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN THE UPDATED WARRANTY AGREEMENT WITH COMMERCIAL ELECTRONICS FOR THE V2 ADVOCATE DIGITAL INTERVIEW RECORDING MANAGEMENT SYSTEM** *(Continued from the October 11, 18, and 25, 2016 Commission meetings)*

The Board requested Consent Agenda Item No. 1 be stricken from the agenda.  
STRICKEN

2. **APPROVE NOTICE OF CANCELLATION OF MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF UTAH COUNTY, UTAH, FOR TUESDAY, NOVEMBER 15, 2016**

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3. **APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN CHANGE ORDER NO. 4 TO AGREEMENT NO. 2014-452 WITH RAASS BROTHERS INC. FOR THE HISTORIC COURTHOUSE ROOF/PARAPET/WEST STEPS PROJECT**
4. **DECLARE SPECIFIED RADIO EQUIPMENT AS SURPLUS TO BE GIVEN TO THE UTAH VALLEY DISPATCH SPECIAL SERVICE DISTRICT**
5. **DECLARE A COMPRESSED SHELVING SYSTEM NOW LOCATED IN THE PROVO WIC OFFICE AS SURPLUS TO BE DISPOSED OF BY GIVING IT AS SALVAGE TO NATION WIDE SHELVING IN EXCHANGE FOR REMOVAL OF THE SYSTEM AT NO COST TO THE COUNTY**
6. **DECLARE AS SURPLUS A GLOCK MODEL 19, SERIAL NUMBER WCN916, WITH AN ESTIMATED VALUE OF \$330.00 TO BE PRESENTED TO DEPUTY DAVID SHEEN FOR SERVING THE UTAH COUNTY SHERIFF'S OFFICE AND THE CITIZENS OF UTAH COUNTY**
7. **ADOPT A RESOLUTION AWARDED COUNTY PERSONAL PROPERTY AS A GIFT TO DEPUTY DAVID SHEEN IN RECOGNITION OF HIS MERITORIOUS SERVICE TO UTAH COUNTY**
8. **APPROVE PROPERTY TAX ACTIONS CONTAINED IN RECOMMENDATION LETTER NO. 2016-21 (Continued from the October 25, 2016 Commission meeting)**

The Board requested Consent Agenda Item No. 8 be moved to the Regular Agenda for discussion.  
PULLED TO REGULAR

9. **ADOPT A RESOLUTION APPROVING VOLUNTEERS WHO WISH TO DONATE THEIR SERVICES TO UTAH COUNTY**
10. **RATIFICATION OF PAYROLL FOR PAY PERIOD 22**
11. **RATIFICATION OF WARRANT REGISTER SUMMARY FOR NOVEMBER 1, 2016**  
The Board requested Consent Agenda Item No. 11 be moved to the Regular Agenda for discussion.  
PULLED TO REGULAR

Consent Agenda Item Nos. 2 through 7, and 9 and 10, were approved as written. Commissioner Ellertson recommended the following Regular Agenda items be moved to Consent:

1. **UPDATE ON VOCA GRANT FUNDING BY VICTIM WITNESS COORDINATOR CHRIS BUCKLEY AS PER THE GRANT REGULATIONS**

The commissioners requested Regular Agenda Item No. 1 be continued to the next meeting of the Board.  
CONTINUED TO NOVEMBER 8, 2016

2. **APPROVE THE MINUTES OF THE SEPTEMBER 20, 2016 COMMISSION MEETING**

3. **APPROVE THE MINUTES OF THE SEPTEMBER 27, 2016 COMMISSION MEETING**

The commissioners requested Regular Agenda Item No. 3 be continued to the next meeting of the Board.  
CONTINUED TO NOVEMBER 8, 2016

5. **SET A DATE, TIME AND LOCATION FOR A PUBLIC HEARING TO DISCUSS THE 2017 BUDGET FOR THE GENERAL FUND AND OTHER BUDGETARY FUNDS OF UTAH COUNTY AND TO CONSIDER A CHANGE IN THE EXISTING SALARIES OF THE COUNTY OFFICERS OF UTAH COUNTY, UTAH; SUGGESTED DATE: TUESDAY, DECEMBER 6, 2016 AT 9:00 A.M. IN ROOM # 1400 OF THE COUNTY ADMINISTRATION BUILDING AT 100 EAST CENTER STREET IN PROVO, UTAH**

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6. **APPROVE AND AUTHORIZE AN AGREEMENT WITH SOLTIS INVESTMENT ADVISORS, LLC, TO CONDUCT AN INDEPENDENT AUDIT AND ANALYSIS OF UTAH COUNTY RETIREMENT BENEFITS**

The commissioners requested Regular Agenda Item No. 6 be continued to the next meeting of the Board.  
CONTINUED TO NOVEMBER 8, 2016

8. **APPROVE THE COMMISSION CHAIR TO SIGN THE SHARE PLAN BENEFITS AND RESPONSIBILITIES DOCUMENT PERTAINING TO THE SELECTHEALTH SHARE PROGRAM FOR 2017**

9. **APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN AMENDMENT NO. 1 TO AGREEMENT NO. 2016-451 WITH THE UTAH DEPARTMENT OF HEALTH FOR FUNDING FOR THE BREAST AND CERVICAL CANCER PROGRAM**

10. **APPROVE AND AUTHORIZE AMENDMENT NO. 2 TO CONTRACT NO. 2016-452 BETWEEN THE UTAH COUNTY DEPARTMENT OF DRUG AND ALCOHOL PREVENTION AND TREATMENT, AND THE STATE OF UTAH DIVISION OF SUBSTANCE ABUSE AND MENTAL HEALTH, TO INCREASE FUNDING**

The commissioners requested Regular Agenda Item No. 10 be continued to the next meeting of the Board.  
CONTINUED TO NOVEMBER 8, 2016

14. **APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN A COOPERATIVE AGREEMENT BETWEEN THE STATE OF UTAH, DIVISION OF FORESTRY, FIRE, AND STATE LANDS AND UTAH COUNTY FOR IMPROVEMENTS AT SANDY BEACH IN THE AMOUNT OF \$250,000 *(Continued from the October 25, 2016 Commission meeting)***

The commissioners requested Regular Agenda Item No. 14 be continued to the next meeting of the Board.  
CONTINUED TO NOVEMBER 8, 2016

15. **AUTHORIZE KYLE BATEMAN TO PROCEED WITH IMPROVEMENTS TO 3200 WEST STREET AND THE CONSTRUCTION OF A PORTION OF 4000 SOUTH STREET, AS SPECIFIED, CONTINGENT UPON THE CONDITIONS SET FORTH IN THE REVIEW LETTER FROM THE UTAH COUNTY ENGINEER DATED OCTOBER 25, 2016**

16. **APPROVE AND CERTIFY THE ENVIRONMENTAL REVIEW RECORD FOR THE LINDON CITY CENTER ELEVATOR REMODEL COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT**

17. **ADOPT RESOLUTION OF APPOINTMENT OF RITA WRIGHT TO THE UTAH COUNTY TOURISM TAX ADVISORY BOARD**

The commissioners scheduled and struck closed meetings from the calendar as needed within the Consent Agenda.  
*(Track A, 09:34)*

18. **APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS THE PURCHASE, EXCHANGE, OR LEASE OF REAL PROPERTY, WATER RIGHTS, OR WATER SHARES *(Suggested for today's date, at this location, following the completion of the Regular Agenda) (Announce the vote of each Commissioner)***

The Board requested Regular Agenda Item No. 18 be stricken from the agenda.  
STRICKEN

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19. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS THE SALE OF REAL PROPERTY, WATER RIGHTS, OR WATER SHARES, PREVIOUSLY PUBLICLY NOTICED FOR SALE (*Suggested for today's date, at this location, following the completion of the Regular Agenda*) (*Announce the vote of each Commissioner*)

The Board requested Regular Agenda Item No. 19 be stricken from the agenda.

STRICKEN

20. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCE, OR PHYSICAL OR MENTAL HEALTH OF AN INDIVIDUAL OR INDIVIDUALS (*Suggested for today's date, at this location, following the completion of the Regular Agenda*) (*Announce the vote of each Commissioner*)

Commissioner Lee made the motion to set a date, time, and location for a closed meeting to discuss the character, professional competence, or physical or mental health of an individual or individuals to follow the Regular Agenda items today in Room 1400 of the County Administration Building. The motion was seconded by Commissioner Graves and carried with the following vote:

AYE: Larry A. Ellertson  
William C. Lee  
Greg Graves

NAY: None

SET

21. APPROVE AND SET A DATE, TIME AND LOCATION FOR A CLOSED MEETING FOR A STRATEGY SESSION TO DISCUSS PENDING OR REASONABLY IMMINENT LITIGATION (*Suggested for today's date, at this location, following the completion of the Regular Agenda*) (*Announce the vote of each Commissioner*)

Commissioner Lee made the motion to set a date, time, and location for a closed meeting for a strategy session to discuss pending or reasonably imminent litigation to follow the Regular Agenda items today in Room 1400 of the County Administration Building. The motion was seconded by Commissioner Graves and carried with the following vote:

AYE: Larry A. Ellertson  
William C. Lee  
Greg Graves

NAY: None

SET

**ACTIONS TAKEN**

Consent Agenda Item No. 1 was stricken from the agenda; Nos. 2 through 7, and 9 and 10, were approved, authorized, declared as surplus, adopted, and ratified; and Nos. 8 and 11 were tabled for further discussion. Regular Agenda Item Nos. 1, 3, 6, 10 and 14 were continued to the November 8, 2016 meeting of the Board; Nos. 2, 5, 8, 9, 16 and 17 were approved, set, authorized, and certified; Nos. 15, 18 and 19 were stricken from the agenda; and Nos. 20 and 21 were set.

AGREEMENT NOS.: 2016-772 through 2016-779

RESOLUTION NOS.: 2016-119 through 2016-121

**REGULAR AGENDA**

**(PULLED FROM CONSENT)**

**8. APPROVE PROPERTY TAX ACTIONS CONTAINED IN RECOMMENDATION LETTER NO. 2016-21 (Continued from the October 25, 2016 Commission meeting)**

*(Track A, 11:18)*

Commissioner Ellertson requested a continuance, and Commissioner Graves suggested instead moving forward with the parcels wherein a refund has been recommended, but delaying the denials and other actions.

**Commissioner Graves made the motion to approve Recommendation Letter No. 2016-21, except for any parcels wherein denial has been recommended, as detailed in Consent Agenda Item No. 8. The motion was seconded by Commissioner Lee and carried with the following vote:**

**AYE: Larry A. Ellertson  
William C. Lee  
Greg Graves  
NAY: None**

APPROVED WITH CHANGES

AGREEMENT NOS. 2016-780, 781, and 782

**(PULLED FROM CONSENT)**

**11. RATIFICATION OF WARRANT REGISTER SUMMARY FOR NOVEMBER 1, 2016**

*(Track A, 13:25)*

Commissioner Lee commented on Register No. 1387, stating he does not think the purchase of the gun holster was an appropriate use of the card. Commissioners Ellertson and Graves were not concerned about the purchase. Commissioner Ellertson pointed out that when the Board members and County Clerk/Auditor's Office staff make notes within the purchasing system, he is not sure the questions are getting back to the correct people for response; he would like that issue corrected.

**Commissioner Lee made the motion to ratify the Warrant Register Summary for November 1, 2016, with the exception of Register No. 1387, as discussed in Consent Agenda Item No. 11. The motion was seconded by Commissioner Graves and carried with the following vote:**

**AYE: Larry A. Ellertson  
William C. Lee  
Greg Graves  
NAY: None**

APPROVED WITH CHANGES

**REGULAR AGENDA**

**4. REVIEW, CONSIDER, AND TENTATIVELY ADOPT THE 2017 TENTATIVE BUDGET FOR THE GENERAL FUND AND OTHER BUDGETARY FUNDS OF UTAH COUNTY, UTAH**

*(Track A, 16:10)*

Commissioner Ellertson thanked Utah County Clerk/Auditor Bryan E. Thompson, Financial Officer Danene Jackson, and the Clerk/Auditor's office – as well as all county departments – for the work put in to prepare the 2017 Budget. Commissioner Ellertson noted there will be opportunities to discuss any concerns with the departments before adoption of the final budget.

**Commissioner Lee made the motion to tentatively adopt the 2017 Tentative Budget for the General Fund and Other Budgetary Funds of Utah County, Utah as specified in Regular Agenda Item No. 4. The motion was seconded by Commissioner Graves and carried with the following vote:**

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**AYE:** Larry A. Ellertson  
William C. Lee  
Greg Graves  
**NAY:** None

RESOLUTION NO. 2016-122

- 7. AUTHORIZE THE FOLLOWING CHANGES TO THE TREASURER'S STAFFING PLAN: DELETE ONE (1) FULL TIME CAREER SERVICE ASSISTANT COUNTY TREASURER POSITION; ADD ONE (1) APPOINTED CHIEF DEPUTY – TREASURER; AND ADD ONE (1) FULL TIME CAREER SERVICE MANAGER – TREASURER POSITION [DELETING TREASURER 002 FROM DEPARTMENT TREASURER-TREASURER; ADDING APPOINTED CHIEF DEPUTY – TREASURER CLASS CODE TBD; AND ADDING MANAGER – TREASURER CLASS CODE TBD TO TREASURER-TREASURER]**

*(Track A, 17:58)*

Commissioner Graves summarized the staffing plan change to delete one position and create two positions instead. Commissioner Ellertson noted there is money in the 2016 budget for the position in Personal Property collections, but 2017 funds will need to be identified. When Commissioner Lee asked how the Board could approve a position which essentially forces the tentative budget forward, Utah County Clerk/Auditor Bryan E. Thompson explained how the work load increases would need to be included for review by the commissioners before adoption of the final budget. Commissioner Lee expressed concern over starting a precedent: allowing people to sneak in positions at the end of the year. Mr. Thompson and the Board discussed the overall increased work load in the Treasurer's Office and the expected start date for the new position – not before January 2017. Commissioner Graves also mentioned the position will not be paid through the General Fund.

**Commissioner Graves made the motion to authorize the changes to the Treasurer's Office Staffing Plan as identified in Regular Agenda Item No. 7. The motion was seconded by Commissioner Lee and carried with the following vote:**

**AYE:** Larry A. Ellertson  
William C. Lee  
Greg Graves  
**NAY:** None

AUTHORIZED

- 11. APPROVE AND AUTHORIZE AN AGREEMENT WITH BONNEVILLE BILLING AND COLLECTIONS**

*(Track A, 24:35)*

Robert Johnson of the Utah County Department of Drug and Alcohol Prevention and Treatment clarified Regular Agenda Item Nos. 11 and 12 are contracts with the same company; one agreement is to provide the services, while the other pertains to securing data. Mr. Johnson, Utah County Clerk/Auditor Bryan E. Thompson, and Commissioner Graves discussed the billing process and stipulations for sending accounts for collection.

**Commissioner Lee made the motion to approve and authorize an agreement with Bonneville Billing and Collections as described in Regular Agenda Item No. 11. The motion was seconded by Commissioner Graves and carried with the following vote:**

**AYE:** Larry A. Ellertson  
William C. Lee  
Greg Graves  
**NAY:** None

AGREEMENT NO. 2016-783

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**12. APPROVE AND AUTHORIZE AN AGREEMENT BETWEEN THE UTAH COUNTY DEPARTMENT OF DRUG AND ALCOHOL PREVENTION AND TREATMENT, AND BONNEVILLE COLLECTION SERVICES, TO ASSURE THE PRIVACY AND SECURITY OF PROTECTED HEALTH INFORMATION**

*(Track A, 26:53)*

**Commissioner Graves made the motion to approve and authorize an agreement with Bonneville Collection Services as described in Regular Agenda Item No. 12. The motion was seconded by Commissioner Lee and carried with the following vote:**

**AYE: Larry A. Ellertson  
William C. Lee  
Greg Graves  
NAY: None**

AGREEMENT NO. 2016-784

**13. APPROVE AND AUTHORIZE THE COMMISSION CHAIR TO SIGN THE SALES ORDER WITH COMCAST TO ESTABLISH NEW RATES AND SPEED FOR INTERNET SERVICE**

*(Track A, 27:20)*

When Commissioner Ellertson asked about Google Fiber providing Internet service for the county, Utah County Information Systems Director Neil Peterson responded the county has three providers: Google Fiber, Comcast, and UEN. Mr. Peterson noted the Comcast rate is dropping from \$1,560 to \$1,549, yet speed is increasing.

**Commissioner Lee made the motion to approve and authorize the Sales Order with Comcast to establish new rates and speed for Internet service as outlined in Regular Agenda Item No. 13. The motion was seconded by Commissioner Graves and carried with the following vote:**

**AYE: Larry A. Ellertson  
William C. Lee  
Greg Graves  
NAY: None**

AGREEMENT NO. 2016-785

**WORK SESSION**

NO WORK SESSION ITEMS WERE SUBMITTED

**PUBLIC COMMENTS**

*(Track B, 00:01)*

Randy D. Edwards, Utah County Veterans Services, talked about working to reduce homelessness in the veteran community. He spoke of a veteran who owns land in the county but has been living in a dilapidated camper trailer. A family was able to raise \$2,600 for this individual, and with donations from the community can now build a “mini” home to place on this veteran’s land. Mr. Edwards explained how the home will be self-contained with composting and solar features, and invited the commissioners to attend an awards ceremony on November 16, 2016 to tour the house before it is moved to the property the following day. Commissioner Graves noted all three Board members would unfortunately be out of town for a convention for that entire week, and Commissioner Ellertson thanked Mr. Edwards for all of his work in helping veterans.

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This concluded the public comment portion of the open meeting, and the meeting recessed at 9:36 A.M. to go into closed sessions. The public meeting reconvened at 10:45 A.M., and Commissioner Lee excused Commissioner Ellertson's absence, noting Robert's Rules of Order would be waived for the purpose of making motions.

**Commissioner Graves made the motion to adjourn the November 1, 2016 meeting of the Utah County Board of Commissioners. The motion was seconded by Commissioner Lee and carried with the following vote:**

**AYE: William C. Lee**

**Greg Graves**

**NAY: None**

There being no further business nor public comment, the meeting adjourned at 10:45 A.M. The minutes of the November 1, 2016 Commission meeting were approved as transcribed on December 13, 2016.

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LARRY A. ELLERTSON, Commission Chair

ATTEST:

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BRYAN E. THOMPSON  
Utah County Clerk/Auditor