COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES
Tuesday, June 13, 2023

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, June 13, 2023, 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
Vice Chair Bob J Stevenson
Commissioner Randy B. Elliott
County Clerk Brian McKenzie
County Auditor Curtis Koch
Chief Deputy Civil Attorney Neal Geddes

EXCUSED
Chair Lorene Kamalu

OPENING
The meeting convened at 10:00 AM and Neal Geddes, Chief Deputy Civil Attorney, led the Pledge of Allegiance.

RECOGNITION, PRESENTATION AND INFORMATIONAL ITEM

1. #488/2023. **Register Report for Construction Manager/General Contractor Services for the Davis County Emergency Operations Center — *presented by Jordan Tilley, Contract and Grant Administrator***

Big-D Construction Corp. and Hogan & Associates Construction, Inc. submitted qualified bids for the Emergency Operations Center. The Contract and Grants Administrator explained that the Selection Committee will begin its evaluations of those bids and a Notice of Intent will be presented in the future.

BUSINESS/ACTION

ANIMAL CARE

2. #484/2023. **Donation to Animal Care made by Bonnie Kelsey — *presented by Ashleigh Young, Director***

Commissioner Stevenson commented on a news article he read highlighting Davis County Animal Control. The Animal Care Director said 2022 was the first year Davis County Animal Care qualified as a no-kill facility, adding that they have been working hard this year in order to keep that status.
Ashleigh Young explained that this donation was made by a Bountiful City resident who adopted two 13-year-old miniature poodles from Animal Care and was so pleased with her experience that she came back and made a donation.

Financial Information:
- Type: Receivable
- Amount: $100.00
- GL Account #: 1320253-493000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 06/07/2023
- Ending Date: 06/07/2023

VOTING
Motion: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT

3. #479/2023. **Interlocal Agreement with Woods Cross City to Conduct the Community Development Block Grant (CDBG) for 2024-2026 Federal Fiscal Years — *presented by Bob Stevenson, Commissioner***

Financial Information: N/A

Terms:
- Beginning Date: 7/1/2024
- Ending Date: 6/30/2027

VOTING
Motion: Bob J Stevenson. **Second:** Randy B. Elliott. All present voted aye.

FACILITIES

4. #475/2023. **Contract #2021-080 Amendment #2 with Caliber Cleaning Services, LLC for additional cleaning services at the Tech Center — *presented by Lane Rose, Director***

Financial Information:
- Type: Payable
- Amount: $595.00 Monthly
- GL Account #: 6310861-550621
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 06/13/2023
- Ending Date: 5/1/2026

VOTING
Motion: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

GOLF COURSES

5. #486/2023. **Service provider contract with Wagner Golf Works, LLC for the Davis Park Golf Course driving range irrigation system — *presented by Dustin Volk, Director***

Commissioner Stevenson asked if it was certain that the irrigation will be completed by 10/1/2023. The Golf Course Director explained that if the irrigation is completed by 9/1/2023 then the range can be seeded, noting that 9/15/2023 is the cutoff date to seed.

Financial Information:
- Type: Payable
- Amount: $435,855.00
- GL Account #: 5170661 - 630730
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 07/01/2023
- Ending Date: 10/01/2023

VOTING
Motion: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

HEALTH

6. #ORD 7/2023. **DC Inspection/Maintenance Ordinance — *presented by Brian Hatch, Director***

It was requested that Chapter 10.12 of the Davis County Code be repealed and replaced with 10.12.1, relating to the Vehicle Inspection and Maintenance Program. This ordinance relates to the County's Vehicle Emission Program. The Health Director explained that minor changes are being made to the code and some diesel vehicles will be moved to the private sector.

Financial Information: N/A

Terms:
- Beginning Date: 07/01/2023
- Ending Date: N/A

7. #462/2023. **Emission inspection station participation and services agreement purchase option - analyzer — *presented by Brian Hatch, Director***

It was noted that the purchase option - analyzer is for things such as the challenge test.

Financial Information:
- Type: Payable
- Amount: $7,139.00
- GL Account #: 1530311-640740
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 07/01/2023
- Ending Date: 06/30/2028

8. #469/2023. **Emission inspection station participation and services agreement purchase option - tablet system — *presented by Brian Hatch, Director***

Brian Hatch noted that this purchase option is for the tablet used for vehicle inspections.

Financial Information:
- Type: Payable
- Amount: $3,151.00
- GL Account #: 1530311-540643
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 07/01/2023
- Ending Date: 06/30/2028

VOTING
Motion to approve items 6-8: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

INFORMATION SYSTEMS

9. #461/2023. **Account Relationship with Forte for the RediWeb Payment System — *presented by Mark Langston, Director***

Financial Information:
- Type: Receivable
- Amount: Various
- GL Account #: 1010136-451380
- Davis County Match Required: N/A
- Additional Financial Information: Although the income will be coming in, there will be an expense paid to Forte for this service in various amounts as well. 1010150-545536

Terms:
- Beginning Date: 06/06/2023
- Ending Date: Month to month

10. #480/2023. **Electronic Records Retention Policy — *presented by Mark Langston, Director***

Mark Langston explained that the policy language has been modified to adopt the State of Utah's retention terms for emails. It was explained that the new terms on deleted emails will not be enforced until January 1, 2024, in order to give the departments time to sort through and clean out their emails.

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: 06/13/2023
- Ending Date: N/A

VOTING
Motion to approve items 9-11: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

SHERIFF'S OFFICE

11-14. These agreements are for individuals to participate in the 24/7 SCRAM continuous transdermal alcohol monitoring program — *presented by Andrew Oblad, Chief Deputy*

11. #464/2023
12. #465/2023
13. #466/2023
14. #467/2023
15. #468/2023

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 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.

16. #470/2023. **Contract for Dispatch Services with Kaysville City for approval — *presented by Andrew Oblad, Chief Deputy***

Financial Information:
- Type: Receivable
- Amount: $60,372.68
- GL Account #: 1920219-471300
- Davis County Match Required: No
- Additional Financial Information: Fire dispatch amount listed above plus $82,186.89 for Police dispatch.

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

17. #471/2023. **Contract for dispatch services with Sunset City — *presented by Andrew Oblad, Chief Deputy***

Financial Information:
- Type: Receivable
- Amount: $21,209.52
- GL Account #: 1920219-471300
- Davis County Match Required: No
- Additional Financial Information: N/A

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

18. #472/2023. **Contract for dispatch services with South Weber City — *presented by Andrew Oblad, Chief Deputy***

The Chief Deputy noted that three more of these dispatch service contracts can be expected to come in subsequent Commission Meetings.

Financial Information:
- Type: Receivable
- Amount: $12,632.14
- GL Account #: 1920219-471300
- Davis County Match Required: No
- Additional Financial Information: N/A

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

19. #478/2023. **Amendment to MOU #2023-056 with FBI for Child Exploitation & Human Trafficking Task Force (CEHTTF) — *presented by Andrew Oblad, Chief Deputy***

Financial Information: N/A

Terms:
- Beginning Date: 1/24/2023
- Ending Date: The term of this MOU is for the duration of the CEHTTF's operations, contingent upon approval of necessary funding, but may be terminated at any time upon written mutual consent of the agency involved.

VOTING

Motion to approve items 11-19: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

COMMISSIONERS' MINUTES – DAVIS COUNTY

BOARD OF EQUALIZATION

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

20. #482/2023. **Property Tax Register 6-13-2023 — *presented by Sulika Laulu, Tax Administration Manager***

Auditor's Adjustments

Appeals

- Two Mobile Home Deny/Withdraw

Abatements

- Two Abatements Deny Reports

Corrections

- Ten Corrections, totaling $13,320.51

Treasurer Adjustments

- Two Small Balance Write-Offs, totaling -$1.70

VOTING

Motion: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

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

CONSENT ITEMS

21. #473/2023. **Approval of the Regular Commission Meeting Minutes for 5/23/2023 — *presented by Commissioner Elliott***

VOTING

Motion: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

22. #483/2023. **Abatement Register 6-13-2023 — *presented by Commissioner Elliott***

VOTING

Motion to approve the one individual listed on the register: Randy B. Elliott. **Second:** Bob J Stevenson. All present voted aye.

CLOSING REMARKS

Chris Bone, Human Resources Director, commented on last week's employee appreciation event. This event is held in order to recognize the County's largest and most important asset, its employees. He thanked the Davis County Organizing Committee: Ashley Erickson, Wellness Coordinator; Ric Higbee, HR Deputy Director; Debbie Sherman, CED Administrative Secretary; Cindi Juliander, Associate Librarian; Stephanie Dinsmore, Sheriff's Office Media/Community Engagement Manager; Trevor Warner, Health Communications Manager; and the whole host of volunteers who put this event together. The HR Director noted the big effort this event is to put on and said that it turned out to be a great evening.

MEETING ADJOURNED

Commission meeting was adjourned at 10:14 AM.

Minutes Prepared by:

Rian-Paige Santoro
Deputy Clerk

Brian McKenzie
Davis County Clerk

Minutes Approved on:

08/1/2023

~~Lorene Miner Kamalu~~ Bob J Stevenson
Commission ~~Chair~~ Vice Chair