COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES
Tuesday, November 7, 2023

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, November 7, 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
Chair Lorene Miner Kamalu
Commissioner Randy B. Elliott
County Clerk Brian McKenzie
County Auditor Curtis Koch
Chief Deputy Civil Attorney Neal Geddes

EXCUSED
Vice Chair Bob J Stevenson

OPENING
The meeting convened at 10:00 AM and Ginger Ritchie led the Pledge of Allegiance.

RECOGNITION, PRESENTATION, AND INFORMATIONAL ITEMS
1. #1086/2023. **Employee Service Awards for November 2023 recognizing employees who have reached milestones in their careers with Davis County — *presented by Commissioner Kamalu***

Attorney's Office

Joshua Wayment – 5 Years. Davis County Attorney Troy Rawlings spoke on Joshua's behalf. Joshua has worked as a prosecuting attorney for the County and has previously received an accommodation for his work. Joshua has worked many different felonious and misdemeanor cases, including homicide and domestic violence cases. He has a great deal of experience working for the County and with his previous work as a prosecutorial attorney. Troy mentioned that Joshua's supervisors frequently speak highly of him. Joshua is a keeper and it's hoped he stays for a long time.

Sheriff's Office

Emily Zamudio – 5 Years. Lead Jail Operations Specialist Brendan Joseph spoke for Emily and her five years with Corrections. Emily is part of the recruitment team for the Sheriff's Office. When recruitment was down, Emily took the initiative and looked up job fairs and websites that the department could be utilizing and actively searched for new people there. Her efforts have had a large impact on the amount of new recruits to the Sheriff's Office. She has been nominated on two separate occasions for the Employee of the Month.

Ashley Livingston – 5 Years. Not in attendance; recognized by a round of applause. Communications Center Manager Amanda Glezos spoke on her behalf. Ashley is always happy to be at work and always willing to take extra shifts. She is a great asset to have on the team.

Library

Julie Oder – 10 Years. Not in attendance; recognized by a round of applause.

Jeane Shelton – 10 Years. Library Director Josh Johnson spoke on Jean's behalf. Jean was originally hired as a page for the Library and has worked her way up to Site Manager over the years. Jean goes above and beyond her duties, such as being part of the County Safety team. She is always willing to stay and clean up chairs and do whatever needs to be done. She has been a contributing member to both the County and the Library and is much appreciated.

Recorder's Office

Ginger Ritchie – 20 Years. Davis County Recorder Richard Maughan spoke for Ginger Ritchie. Prior to working for Davis County, Ginger had worked as a paralegal in a law office. She is responsible for the digital images for all of the records that come through the Recorder's Office. She loves spending time with friends and family outdoors camping and attending Utah ATV Jamborees. Congratulations to Ginger and her 20 years of service.

Justice Court

Julie Shelton – 30 Years. Julie commented that she was first hired by the Recorder's Office, where she worked for eight years before moving to the Justice Court. She has served on the County Safety team for a number of years. Julie is much appreciated and those around her have a lot of respect for her.

PUBLIC COMMENTS

Lorna Rosenstein – Lorna commented that Brigham City will be voting on whether to discontinue the fluoridation of its water supply. Lorna stated discontinuing water fluoridation would save Brigham City money and that Davis County should also consider discontinuing fluoridation.

BUSINESS/ACTION

The items presented by the Sheriff's Office were moved to the beginning of the Business/Action items from their numbered spots.

SHERIFF'S OFFICE

10. #1128/2023. **Emergency Management Performance Grant (EMPG) Award for $57,400.00 for the period 07-01-2023 to 06-30-2024 from the Utah Division of Emergency Management — *presented by Kelly Sparks, County Sheriff***

Financial Information:
- Type: Receivable
- Amount: $57,400.00
- GL Account #: 1020210-475850
- Davis County Match Required: 50% Match
- Additional Financial Information: N/A

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

11. #1139/2023. **Agreement between Syracuse City and Davis County for Dispatch Services — *presented by Kelly Sparks, County Sheriff***

Financial Information:
- Type: Receivable
- Amount: $113,534.75
- GL Account #: 1920219-471300
- Davis County Match Required: N/A
- Additional Financial Information: $41,682.62 annual-Fire and $71,852.13 annual-PD (July 2023 – June 2024)

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

12. #1147/2023. **Agreement between Davis Conference Center and Davis County Sheriff Office (DCSO) for DCSO Employee Appreciation Dinner January 2024 — *presented by Kelly Sparks, County Sheriff***

Financial Information:
- Type: Payable
- Amount: $10,000.00 Estimated
- GL Account #: 1020210-540271 40% and 1020230-540271 60%
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 01/11/2024
- Ending Date: 01/11/2024

13. #1152/2023. **Cost Reimbursement Agreement between the FBI and Davis County Sheriff Department for reimbursement of overtime for the Child Exploitation and Human Trafficking Task Force (CEHTTF) 10/01/2023 – 09/30/2024 — *presented by Kelly Sparks, County Sheriff***

Financial Information:
- Type: Receivable
- Amount: N/A
- GL Account #: 1020210-472220
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 10/01/2023
- Ending Date: 09/30/2024

14. #1153/2023. **Cost Reimbursement Agreement between the FBI and Davis County Sheriff Department for reimbursement of overtime for the Wasatch Metro Drug Task Force (WMD) 10/01/2023 – 09/30/2024 — *presented by Kelly Sparks, County Sheriff***

Financial Information:
- Type: Receivable
- Amount: N/A
- GL Account #: 1020210-472220
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 10/01/2023
- Ending Date: 09/30/2024

15. #1163/2023. **Service Provider Contract between Garrett Dental Services PLLC and Davis County Sheriff's Office for Dental Services for Inmates — *presented by Kelly Sparks, County Sheriff***

Item was tabled.

16. #1177/2023. **Training Agreement with Karson Everett Payne for Special Function Officer (SFO) - Basic Correction Officer (BCO) certification — *presented by Kelly Sparks, County Sheriff***

Karson is a third generation Davis County Sheriff's Deputy.

Financial Information:
- Type: Payable
- Amount: $16,260.00
- GL Account #: 1020230-495200
- 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.

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

17-21. Agreements for individuals to participate in the 24/7 Secure Continuous Remote Alcohol Monitoring (SCRAM) program— *presented by Kelly Sparks, County Sheriff*

17. #1142/2023
18. #1146/2023
19. #1148/2023
20. #1149/2023
21. #1150/2023

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, $10.00 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 this individual is no longer under court order to participate in the program

VOTING
Motion to Approve items 10-14 and 16-21; and to table item 15: Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

AUDITOR'S OFFICE
2. #1173/2023. **Notice of Intent to Engage in Contract Negotiations with Roe Family MedPac LTC Pharmacy — *presented by Curtis Koch, County Auditor***

A contract is expected to come through within the next couple of weeks.

VOTING
Motion to Approve: Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT
3. #1166/2023. **Grant a Temporary Access License to Michael R. Hogan for access to the Davis County Public Works Campus (TID 11-117-0031) — *presented by Kent Andersen, Director***

This license is to work on a water line which runs through the property. There have been discussions of a permanent easement to grant continuing access.

Financial Information: N/A

Terms:
- Beginning Date: 11/08/2023
- Ending Date: Sixty (60) calendar days.

VOTING
Motion to Approve: Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

FACILITIES
4. #1165/2023. **Change Order with Jardine Malaska Construction Services for the close out of the Agriculture Heritage Center project — *presented by Lane Rose, Director***

Construction was delayed on this project last winter due to adverse weather conditions.

Financial Information:
- Type: Payable
- Amount: $52,369.33
- GL Account #: 4710940-620720
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 11/07/2023
- Ending Date: 02/29/2024

VOTING
Motion to Approve: Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

HUMAN RESOURCES
5. #1167/2023. **Revision to Davis County Personnel Policies & Procedures Code of Conduct for volunteers — *presented by John Robinson, Deputy Director***

Davis County volunteers consistently exceed County standards; updating the Code of Conduct will reinforce these positive behaviors. This new Code of Conduct will mirror the current Employee Code of Conduct as well.

Financial Information: N/A

Terms:
- Beginning Date: 11/07/2023
- Ending Date: N/A

VOTING
Motion to Approve: Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

6. #1168/2023. **Background Check Service Agreement with ProScreening for Pre-Employment Background Checks — *presented by Chris Bone, Director***

This is a plugin to the applicant tracking system and will run background checks on Library employees who will be working with minors.

Financial Information:
- Type: Payable
- Amount: $37.00 Per Background Check
- GL Account #: N/A
- Davis County Match Required: N/A
- Additional Financial Information:

Terms:
- Beginning Date: 11/07/2023
- Ending Date: At Will – Terminable by either party at any time

7. #1174/2023. **Ratification of Second Amendment to Employee Assistance Program (EAP) Services Agreement with CuraLinc for EAP Services — *presented by Chris Bone, Director***

Items 7-9 were signed ahead of this meeting in order to prepare for Open Enrollment.

Financial Information:
- Type: Payable
- Amount: $1.48/plan participant/month (billed quarterly)
- GL Account #: 1010134-555316
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 01/01/2024
- Ending Date: 12/31/2026

8. #1175/2023. **Ratification of Business Associate Agreement with Delta Dental Insurance Company for Eligible Employee Dental Benefit — *presented by Chris Bone, Director***

Financial Information: N/A

Terms: N/A

9. #1176/2023. **Ratification of Group Benefits Data Collection Document with MetLife for Eligible Employee Pet Insurance — *presented by Chris Bone, Director***

Financial Information:
- Type: N/A
- Amount: Paid direct by participant
- GL Account #: Paid direct by participant
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 01/01/2024
- Ending Date: N/A

VOTING

Motion to Approve items 6-9: Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

Motion to recess to Board of Equalization: Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

BOARD OF EQUALIZATION

22. #1178/2023. **Property Tax Register 11-07-2023 — *presented by Curtis Koch, County Auditor***

Auditor's Adjustments
- Appeals for approval totaling $3,096,014.00
- Two large balance differences in the amounts of $5,634,047.00 and $1,591,785.00
- Appeals Hearing Report with various findings from the hearing
- Correction of seven Veteran Tax Abatements for the year 2022

Assessor's Adjustments
- Two escapements where the homes were missed being valued in the years 2021-2023
- Assessor Initiated Correction for -$310,673.00

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VOTING
Motion to Approve: Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

Motion to reconvene Commission Meeting: Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

CONSENT ITEMS
23-25. Minutes submitted for approval – *presented by Commissioner Kamalu*

23. #1170/2023 **Work Session Meeting Minutes for October 10, 2023**
24. #1171/2023 **Regular Commission Meeting Minutes for October 17, 2023**
25. #1172/2023 **Special Work Session Meeting Minutes for October 25, 2023**

VOTING
Motion to Approve: Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

CLOSING REMARKS
County Clerk Brian Mckenzie commented that Election Day had been moved to November 21, 2023 due to the special election. His office has been informing citizens of the correct date and will continue to do so. He recommends if ballots are being returned in the mail it should be by Friday November 17, 2023 or placed in a drop box by November 21, 2023. There will be 13 voting centers open on Election Day. The cities of Sunset and South Weber will not be holding an election at this time and residents of those cities will not receive ballots.

Commissioner Kamalu said she and Commissioner Elliott were invited to go to the pre-legislative session breakfast for the Davis School District. All of the legislators who live and reside in Davis County were invited. The breakfast was held at the Catalyst Center where many students take hand-on classes for market-driven career training. Commissioner Kamalu had the opportunity to try a flight simulator while attending.

MEETING ADJOURNED
Commission Meeting was adjourned at 10:46 AM.

Minutes Prepared by:

Patrick Black
Deputy Clerk

Minutes Approved on:

11/28/2023

Brian McKenzie
Davis County Clerk

Lorene Miner Kamalu
Commission Chair

STATE OF UTAH DAVIS COUNTY