

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES Tuesday, January 2, 2024

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, January 2, 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

**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 10:03 AM and Commissioner Randy B. Elliott led the Pledge of Allegiance.

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

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

#### **Buildings and Grounds**

**Jonathan Williams - 5 years.** Jonathan was not in attendance, but was recognized with a round of applause.

#### **Health Department**

**Aimee Dussol - 5 years.** Brian Hatch spoke on Aimee's behalf. Aimee is energetic and enthusiastic. She is well loved by the department and she was instrumental in the department receiving reaccreditation.

**Kaylee Crossley - 5 years.** Brian Hatch spoke on Kaylee's behalf as well. Kaylee is currently a Community Outreach Supervisor and she has been essential in providing resources to underserved portions of the population.

**Kristen Peer - 5 years.** Kristen O'Flarity spoke for Kristen Peer. Kristen Peer started as an intern in 2018 and has since become a full-time employee. She has coordinated injury prevention programs which focus on preventing accidental poisonings. She became a certified Question, Persuade, and Refer (QPR) instructor and trained staff and community members in suicide prevention. During the COVID-19 pandemic she helped with disease investigation. She has improved community preparedness for future emergencies using lessons learned during the pandemic by increasing resiliency in the community.

**Shelly Florence - 5 years.** Ivy Sales spoke on Shelly's behalf. She started as a part-time employee and was made full-time within three months. She has worked on a number of different projects including a tobacco education and prevention program for the Davis School District. Shelly prepared the Safe Kids Day celebration in 2020 during the pandemic and made it completely virtual. She assisted with disease investigation and co-led the team that focused on the schools in Davis County. Due to her strong skill set, she was promoted to a Lead Health Educator and continues to mentor others in the division. We are thankful for Shelly and all of the hard work she does for the Health Department.

**Silvia Bustamante - 10 years.** Brian Hatch spoke on Silvia's behalf. Silvia has worked in the Women, Infants, and Children program and serves a portion of the population that has a great need. Her time in the Health Department has made Silvia very knowledgeable in serving this population. Her ability to speak more than one language also allows more of the population to receive resources who may not have been able to otherwise. She is greatly appreciated for everything she does.

#### **Western Sports Park**

**Henry Simpson - 10 years.** David Hansen spoke on Henry's behalf. Henry grew up as a bull rider and had been a wrestling coach prior to being hired by the county, making him uniquely suited for the equestrian and youth

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sports events at the Western Sports Park. Henry does his work with a smile and a laugh. He likes to learn and implement new things. He also likes working with customers and with the public in general. It is nice to have an employee who is helpful to customers and can make their experience great.

## **Sheriff's Office**

**Andy Oblad - 5 years.** Kelly Sparks spoke on Andy's behalf. Andy recently returned as a graduate of the Federal Bureau of Investigations (FBI) National Academy and did very well there. Andy is an outstanding individual with a lot of experience from his time working for the Salt Lake Police Department. He has saved multiple lives in his career. He has been an asset to the Sheriff's Office and is very professional.

**Erin Griffeth - 5 years.** Kelly Sparks also spoke on her behalf. Erin is the type of person who could go anywhere and do anything and excel at it. Complex issues arise regularly at the Sheriff's Office and Erin is the go-to person to handle things correctly. She has a lot of experience and does well at everything she does.

**Jared Larsen - 5 years.** Brendan Joseph spoke on behalf of Jared and read a statement from Jared's supervisor who was unable to attend. In the past five years Jared has grown as both a person and as an employee. He has a great work ethic and a heart of gold. He has served on at least two committees, been a trainer in multiple programs, and has submitted several proposals to better suit the needs of Corrections staff. He cares deeply for those he works with and takes pride in his job.

**Jackson Phillips - 15 years.** Jackson was not in attendance, but was recognized with a round of applause.

## **Information Systems**

**Vish Harangaonker - 20 years.** Blaine D. Smith spoke on Vish's behalf. Over the past 20 years, Vish has worked on a lot of projects for Information Systems. He provided the main support of the inmate management system before it was switched to Spillman. He can always be counted on to take care of issues quickly. He wrote and maintained the tech center application for a long time. He has also managed the jail transportation project, which has been quite successful. He is always smiling, brings a good attitude to work, and improves the culture of the department.

## **Public Works**

**Parker Kimber - 10 years.** Adam Wright spoke on Parker's behalf. Parker is easy-going and is well-liked by his coworkers. He was hired straight out of school and has been in the Engineering Office ever since. He has grown personally and professionally in the 10 years he has been with the County. His coworkers all trust him, and his advice is always appreciated. Parker is fun all-around guy.

**Ray Sandberg - 25 years.** Jason Fielding spoke on Ray's behalf. Ray has been involved in a lot of projects during his time with the County. Ray has a great memory for details, particularly pertaining to older Public Works projects. He interacts with the general public and doesn't have issues educating them on the importance of the department. Ray specializes in driving bigger vehicles for the County which can be in excess of 100,000 pounds; these vehicles take a great deal of skill and Ray always ensures safety while operating and maintaining these vehicles.

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## **PUBLIC COMMENTS**

No public comments were made.

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## BUSINESS/ACTION

### CLERK'S OFFICE

#### 2. #6/2024. Ratification of Equipment Purchase and Maintenance Agreement with Agissar Corporation for the purchase of ACE Automatic Envelope Opener and Ballot Extractor — *presented by Brian McKenzie, County Clerk*

The agreement was signed by Commissioner Kamalu, while she was Chair in 2023, due to time constraints to get the equipment in place for the election in March of 2024.

#### Financial Information:

- Type: Payable
- Amount: \$74,200.00
- GL Account #: 1010142-640740
- Davis County Match Required: No
- Additional Financial Information: The purchase price is \$65,950.00 and ongoing maintenance is \$8,250.00

#### Terms:

- Beginning Date: 12/20/2023
- Ending Date: Upon termination

## VOTING

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

### COMMUNITY & ECONOMIC DEVELOPMENT

#### 3. RES #1/2024. A Resolution of Davis County with Clearfield City Approving an Interlocal Cooperation Transportation Project Reimbursement Agreement using Third Quarter Local Option Sales Tax Transportation Funds for the Clearfield Station Transit-Oriented Development (TOD) Depot Street Project — *presented by Kent Andersen, Director*

#### Financial Information:

- Type: Payable
- Amount: \$6,000,000.00
- GL Account #: 2815445-540274
- Davis County Match Required: No
- Additional Financial Information: N/A

#### Terms:

- Beginning Date: 01/02/2024
- Ending Date: 01/02/2026

#### 4. #10/2024. Award Agreement with the Department of Energy for the Energy Efficiency Conservation Block Grant (EECBG) — *presented by Kent Andersen, Director*

The intended use of this grant is to upgrade the lighting at the Davis Conference Center to energy-efficient lights.

#### Financial Information:

- Type: Receivable
- Amount: \$248,800.00
- GL Account #: 1810174-472600
- Davis County Match Required: No
- Additional Financial Information: N/A

#### Terms:

- Beginning Date: 12/01/2023
- Ending Date: 11/30/2025

## VOTING

**Motion to Approve items 3 and 4:** Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

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## GOLF COURSES

### 5. #15/2024. Davis Park Golf Course Concession Agreement with Davis Park Cafe LLC — *presented by Dustin Volk, Director*

This is the Concession Agreement with Davis Park Cafe LLC (Shawn and Rhonda Moss) to operate all food and beverage services and banquet room rentals at the Davis Park Golf Course.

#### Financial Information:

- Type: Receivable
- Amount: \$700.00/Month  
\$8400.00/Yearly
- GL Account #: 5170661-455000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

#### Terms:

- Beginning Date: 01/01/2024
- Ending Date: 12/31/2028

## VOTING

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

## HEALTH

### 6. #13/2024. Amendment 7 to Tuberculosis (TB) Prevention and Control Contract #2020-044 with the Utah Department of Health & Human Services increasing the contract amount and changing the termination date—*presented by Brian Hatch, Director*

#### Financial Information:

- Type: Receivable
- Amount: \$12,000.00 increase
- GL Account #: 1530311-474206
- Davis County Match Required: N/A
- Additional Financial Information: N/A

#### Terms:

- Beginning Date: 01/01/2024
- Ending Date: 12/31/2099

### 7. #14/2024. Arthritis 2024 Contract with the Utah Department of Health & Human Services to provide funding for activities to manage arthritis—*presented by Brian Hatch, Director*

#### Financial Information:

- Type: Receivable
- Amount: \$10,000.00
- GL Account #: 1510325-474607
- Davis County Match Required: N/A
- Additional Financial Information: N/A

#### Terms:

- Beginning Date: 01/01/2024
- Ending Date: 06/30/2028

## VOTING

**Motion to Approve items 6 and 7:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

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## **HUMAN RESOURCES**

### **8. #3/2024. Installment Summary with Workers Compensation Fund (WCF) Mutual Insurance Company for Workers Compensation Insurance Premium — *presented by Chris Bone, Director***

The amount is roughly \$100,000.00 less than the amount in 2023 due to the work of Risk Coordinator Terry DeVries and the Risk and Safety Committees. They meet monthly and provide trainings, which had a good amount of participation over the last year. These efforts have allowed the County to achieve lower rates for the WCF.

#### **Financial Information:**

- Type: Payable
- Amount: \$368,339.00
- GL Account #: 74-211040
- Davis County Match Required: No
- Additional Financial Information: Down Payment is for 01/01/2024 for the amount of \$55,250.84; for February through May 2024, the monthly amount will be \$34,808.04; for the months of June through October, the monthly amount charged will be \$34,771.20; totaling to the \$368,339.00. This will be Proposal Number 1636958-1737671.

#### **Terms:**

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

## **VOTING**

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

## **SHERIFF'S OFFICE**

### **9. #1339/2023. Donation Agreement between Davis County Sheriff's Office and University of Utah for Naloxone/Narcan Kits — *presented by Andrew Oblad, Chief Deputy***

This item was tabled.

#### **Financial Information:**

- Type: N/A
- Amount: N/A
- GL Account #: N/A
- Davis County Match Required: N/A
- Additional Financial Information: Estimated value of \$5,000.00 (\$50.00 times 100 Narcan kits)

#### **Terms:**

- Beginning Date: 12/18/2023
- Ending Date: N/A

### **10. #1342/2023. Standard Service Provider Contract between Davis County and FARO Technologies, Inc. — *presented by Andrew Oblad, Chief Deputy***

This item was tabled.

#### **Financial Information:**

- Type: Payable
- Amount: \$8,240.00
- GL Account #: 1020210-540613
- Davis County Match Required: N/A
- Additional Financial Information: \$3,840.00 FARO Laser Scanner Focus S Calibration and \$4,400.00 FOCUS Standard Complete Care Service

#### **Terms:**

- Beginning Date: Upon final signature
- Ending Date: One year from beginning date

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## **11. #5/2024. Acceptance of FY 2023 State Criminal Alien Assistance Program (SCAAP) Grant Award — *presented by Andrew Oblad, Chief Deputy***

This item was tabled.

### Financial Information:

- Type: Receivable
- Amount: \$30,532.00
- GL Account #: 1020230-472110
- Davis County Match Required: N/A
- Additional Financial Information: N/A

### Terms:

- Beginning Date: 07/01/2021
- Ending Date: 06/30/2022

## **12. #17/2024. Master Service Agreement between Davis County Sheriff's Office and Lexipol, LLC for Annual Law Enforcement Policy Manual and Daily Training Bulletins — *presented by Andrew Oblad, Chief Deputy***

This item was tabled.

### Financial Information:

- Type: Payable
- Amount: \$15,778.57
- GL Account #: 1020210-555266
- Davis County Match Required: N/A
- Additional Financial Information:  
\$2,145.41 Annual Daily Training Bulletin  
Management and \$13,633.16 Annual  
Policy Manual & Daily Training Bulletins;  
12/01/2023 – 12/31/2023 \$1,314.88  
01/01/2024 – 11/30/2024 \$14,463.68

### Terms:

- Beginning Date: 12/01/2023
- Ending Date: 11/30/2024

## **13. #19/2024. Amendment #1 amends and replaces the Building Information Modeling and Digital Data Exhibit agreed upon by Davis County and Galloway & Company of Utah, Inc. February 2023 — *presented by Andrew Oblad, Chief Deputy***

This item was tabled.

### Financial Information: N/A

### Terms:

- Beginning Date: Upon final signature
- Ending Date: May 2025

## **14. #18/2024. Agreement between Davis County Sheriff's Office and Hogan & Associates Construction, Inc. for the Davis County Emergency Operations Center (EOC) Project— *presented by Andrew Oblad, Chief Deputy***

This item was tabled.

### Financial Information:

- Type: Payable
- Amount: \$585,000.00
- GL Account #: 8010862-600701
- Davis County Match Required: N/A
- Additional Financial Information:  
Pre-construction phase services  
\$15,000.00; Construction Manager fee  
\$570,000.00

### Terms:

- Beginning Date: Upon final signature
- Ending Date: June 2025

## **VOTING**

**Motion to Table items 9-14:** Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

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## **TREASURER'S OFFICE**

**15. #11/2024. Request for Electronic Account from Clerk's Office to process payments for records requests through Stripe. Continuation of Agreement 2016-0194 — *presented by Mark Altom, County Treasurer***

The agreement will allow the Clerk's Office to receive payments for GRAMA requests.

### **Financial Information:**

- Type: N/A
- Amount: N/A
- GL Account #: 1010142-495100
- Davis County Match Required: N/A
- Additional Financial Information: 2.9% + \$0.30 is charged by Stripe for every payment received

### **Terms:**

- Beginning Date: Upon final signature
- Ending Date: 12/31/2026

## **VOTING**

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

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

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## **BOARD OF EQUALIZATION**

**16. #12/2024. Property Tax Register 01-02-2024 — *presented by Curtis Koch, County Auditor***

### **Auditor Adjustments**

- Approved appeals in the amount of \$570,380.00
- Two large balance differences in the amounts of \$8,887,839.00 and \$1,390,000.00
- Hearing findings with no dollar value

### **Abatements**

- Late abatement report recommending approval totaling \$28,287.47
- Five veteran exemption tax abatements for the year 2022
- One exempt entity purchase

### **Assessor Adjustments**

- Various recommended corrections totaling \$338,486.00

## **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.

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## **CONSENT ITEMS**

**17. #16/2024. Regular Commission Meeting Minutes for December 5, 2023 — *presented by Commissioner Stevenson***

**18. #4/2024. Regular Commission Meeting Minutes for December 12, 2023 — *presented by Commissioner Stevenson***

**19. #7/2024. Work Session Meeting Minutes for December 5, 2023 — *presented by Commissioner Stevenson***

## **VOTING**

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

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## **CLOSING REMARKS**

Clerk Brian McKenzie announced that January 2, 2024 began the Declaration of Candidacy period for multiple County officers, Legislative officers, and State officer positions. He also announced that due to legislative changes

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have modified the party affiliation deadlines. These changes affect those wishing to participate in the upcoming primary elections this year. The final deadline to affiliate is January 9, 2024. Individuals who wish to be or not to be part of a party will need to change that affiliation by the deadline. On March 5, 2024 the Republican Party will be nominating their presidential candidate through the caucus system which will be administered by the Party and not the County. The Republican Party will not be sending ballots and will require party affiliates to vote only in-person. Ballots will be sent out for the Democratic Party. At the request of the Lieutenant Governor's Office, the County will only send ballots to those who are affiliated with the Democratic Party and those who specifically request a ballot. Changing affiliations can be done online at [www.voter.utah.gov](http://www.voter.utah.gov) or in-person. If voters are unable to change their affiliation before the deadline, they will have to wait until after the June primary election to switch parties.

**Commissioner Lorene Miner Kamalu** mentioned that on December 18, 2023 she and other members of the Utah Association of Counties had the opportunity to tour the new prison in Salt Lake City. They were given a handout with statistics during the tour; part of the handout described the starting wage of Correction Officers at the facility. Davis County has seen some turn over due to wages for Officers and the Warden mentioned that having a higher wage helps with recruiting. The new prison is currently having some challenges recruiting new officers but they are trying hard to have a good working environment.

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## MEETING ADJOURNED

Commission Meeting was adjourned at 11:07 AM.

Minutes Prepared by:

Patrick Black  
Deputy Clerk

Rebecca L Abbott  
Brian McKenzie  
Davis County Clerk

Minutes Approved on:

01/23/2024

Bob J Stevenson  
Bob J Stevenson  
Commission Chair

