

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## COMMISSION MEETING MINUTES Tuesday, June 18, 2024

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, June 18, 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

**Chief Deputy County Clerk** Rebecca Abbott

**County Auditor** Curtis Koch

**Chief Deputy Civil Attorney** Neal Geddes

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### OPENING

The meeting convened at 10:00 AM, and Commissioner Stevenson led the Pledge of Allegiance.

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### PUBLIC COMMENTS

No public comments were made.

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### BUSINESS/ACTION

#### ASSESSOR'S OFFICE

**1. #538/2024. Professional Services Agreement with Thimgan & Associates for valuation consulting services — presented by Andrew Hansen, County Assessor**

This contract has a slight increase compared to last year's contract.

Financial Information:

- Type: Payable
- Amount: \$90,000.00
- GL Account #: 1010146-550620
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:

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

### VOTING

**Motion to Approve Item 1:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

#### PUBLIC HEARING: AUDITOR'S OFFICE

**2. RES #13/2024. A Public Hearing and Resolution to approve additional budget appropriations — presented by Curtis Koch, County Auditor**

Auditor Koch presented the Resolution & Budget Opening Items [see Attachment A] by going through the resolution line by line.

Financial Information: N/A

Terms: N/A

**Motion to open a Public Hearing:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

Public comments were invited. No public comments were made.

**Motion to close the Public Hearing:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

### VOTING

**Motion to Approve Item 2:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

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## AUDITOR'S OFFICE

**3. #537/2024. Ratification of a Memorandum of Understanding with Davis Behavioral Health for the Alternate Site Quarantine/Isolation Facility — *presented by Curtis Koch, County Auditor***

Davis County received federal funding through the COVID Cares Funds. The State of Utah is being audited by the federal government regarding the use of these funds. During the audit, it was discovered that Davis County had entered into an agreement with Davis Behavioral Health to provide a quarantine/isolation facility in Kaysville City. A better location for this facility was discovered, and the facility was then put in Clearfield City. During the course of the COVID pandemic, Davis County missed getting a new contract in place; the contract that was provided to the federal auditors showed the Kaysville address and not the Clearfield address for the facility. The State of Utah requested an updated version of the contract showing the Clearfield location.

Financial Information: N/A

Terms:

- Beginning Date: 06/11/2024
- Will automatically terminate upon the declaration of the termination of the COVID-19 public health emergency by the CDC, USDHHS, or the Governor of the State of Utah.

## VOTING

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

## COMMISSIONERS' OFFICE

**4. #542/2024. Amendment #45 to County Contract #2020-283 with the Department of Health & Human Services adding additional funding — *presented by Commissioner Kamalu***

Financial Information:

- Type: Pass-Through
- Amount: \$13,764,175.00
- GL Account #: 71-245200
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

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

## VOTING

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

**5. #547/2024. Consideration of a personal property appeal application for Steel and Plate Fabrication, Co. — *Mike Kendall, Senior Civil Counsel Attorney, presented on behalf of Commissioner Stevenson***

This item was presented during the meeting after item #24. The entity applying for this appeal is Structural Steel, also known as Steel and Plate Fabrication. Three options were given to the Commission on what steps can be taken with this item. Option one is that the Commission is permitted to move forward and deliberate on this tax appeal. If the Commission desires additional information, the matter can be discussed in a hearing with the tax payer and the Assessor's Office. After the hearing, the Commission can move forward with the analysis, deliberation, and decision. Option two is, if the Commission feels that they have sufficient information, the Commission is free to deliberate openly in a public hearing and subsequently issue a decision on the record. The final option is pursuant to Utah Law relating to duties that public bodies perform in a judicial, quasi-judicial, or adjudicative matter. The Commission wears many hats, and in this situation the Commission is performing a judicial, quasi-judicial, or an adjudicative duty as an appeal body for tax appeals. The Utah Supreme Court has established an exception through legal precedent. These cases indicated that when a public body that wears multiple hats performs information obtaining phase duties, these duties are required to be performed out in the open. If there is a transition to the decision making or judicial phase, there is an opportunity to discuss those matters in private before going back on the record to make a decision. Attorney Kendall's recommendation was to proceed with the third option. Commissioner Stevenson recommended going with the third option and to schedule further discussions on this issue in the near future.

Financial Information: N/A

Terms: N/A

## VOTING

**Motion to Postpone Item 5:** Bob J Stevenson. **Second:** Randy B. Elliott. All present voted aye.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMUNITY & ECONOMIC DEVELOPMENT

6. #484/2024. **Approval of 2024-2025 Community Development Block Grant (CDBG) Contract with Habitat for Humanity for Critical Home Repair Program — *presented by Kent Andersen, Director***

Financial Information:

- Type: Payable
- Amount: \$150,000.00
- GL Account #: 2910290-540274
- Davis County Match Required: No
- Additional Financial Information: Davis County will receive an allocation from United States Department of Housing and Urban Development (HUD) in the amount of \$893,189.00 which will be used to fund this contract.

Terms:

- Beginning Date: 07/01/2024
- Ending Date: 06/30/2025

VOTING

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

FACILITIES

7. #516/2024. **Amendment of Contract #1325/2023 with Forge Contractors, LLC to amend the Guaranteed Maximum Price for the Admin & Library Facade Replacement — *presented by Lane Rose, Director***

There will be some parking inconveniences and closures of certain areas of the building while the façade is under construction.

Financial Information:

- Type: Payable
- Amount: \$1,222,823.00
- GL Account #: 4510910-620720 & 4810950-620720
- Davis County Match Required: N/A
- Additional Financial Information: Cost split 1/3 Library = \$407,566.90 & 2/3 General fund = \$815,256.10

Terms:

- Beginning Date: 06/18/2024
- Ending Date: 12/31/2024

VOTING

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

HUMAN RESOURCES

8. #525/2024. **A Public Hearing Pursuant to Utah Code 17-16-14, to consider and approve planned compensation increase (0.5% or 1%) for Executive County Officers participating in Utah Retirement Systems (URS) Tier I or Tier II — *presented by Chris Bone, Director***

Utah Retirement Systems (URS) announced a rate increase in 2024. This rate increase will affect all County Employees, including Executive County Officers for the Tier I or Tier II systems.

Financial Information:

- Type: Payroll
- Amount: + 0.5% to pay for URS Tier I or + 1% to pay for URS Tier II
- GL Account #: Respective Payroll GL Lines
- Davis County Match Required: N/A
- Additional Financial Information: Budgets will be amended as may be required

Terms:

- Beginning Date: 06/21/2024
- Ending Date: N/A

**Motion to open a Public Hearing:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

Public comments were invited. No public comments were made.

**Motion to close the Public Hearing:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

# COMMISSIONERS' MINUTES – DAVIS COUNTY

**VOTING**

**Motion to Approve Item 8:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

Commissioner Stevenson stated this issue has been a “split vote.” “The vote dealing with this was that the County gets out of the pickup business in the future” he said, adding that employees who participate in the contributory Tier II system will be covering the increasing rate cost in the future.

**9. #508/2024. Ratification of Amendment to contract #2022-169 with Applicant Pro to add "Wedge" video interviewing feature — presented by Ric Higbee, Deputy Director**

The County tested the “Wedge” video interviewing feature for a few months. Hiring Managers throughout the County have given positive feedback on this feature. Chief Deputy Civil Attorney Geddes stated that this feature is an “elect to use.” If the County does not find value in using this service in the future and stops using it, the County will not be billed for it.

Financial Information:

- Type: Payable
- Amount: \$7,188.00
- GL Account #: 1010134.540227
- Davis County Match Required: N/A
- Additional Financial Information: NA

Terms:

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

**VOTING**

**Motion to Approve Item 9:** Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

**10. #541/2024. . Ratification of Agreement between the Utah Indigent Defense Commission (IDC) and Davis County — presented by Todd Utzinger, Legal Defender Coordinator**

This agreement will help the County “claw back” funds from IDC through the federal government. The amount of funds varies and is estimated at \$13,000.00 to \$15,000.00 each quarter. These funds can be used for limited purposes such as parental defense cases.

Financial Information: N/A

Terms:

- Beginning Date: 07/01/2024
- Ending Date: 06/30/2029

**VOTING**

**Motion to Approve Item 10:** Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

**LIBRARY**

**11. #524/2024. Annual certification of compliance with the Children's Internet Protection Act (CIPA) for eRate funding with Utah Education and Telehealth Network (UTEN) to be added to Memorandum Of Understanding #2020-308 — Matt Goff, Deputy Director, presented on behalf of Josh Johnson, Director**

Financial Information: N/A

Terms:

- Beginning Date: 06/10/2024
- Ending Date: 06/09/2025

**VOTING**

**Motion to Approve Item 11:** Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

**SHERIFF'S OFFICE**

**12. #528/2024. Ratification of an Amendment to Contract #18/2024 between Davis County Sheriff's Office and Hogan & Associates Construction, Inc. to amend the Guaranteed Maximum Price for the Davis County Emergency Operations Center (EOC) Project — presented by Andrew Oblad, Chief Deputy**

A groundbreaking ceremony at the EOC was held later in the day on June 18, 2024.

Financial Information:

- Type: Payable
- Amount: \$13,970,181.00
- GL Account #: 8010862-600701
- Davis County Match Required: N/A

Terms:

- Beginning Date: Upon final signature
- Ending Date: 18 months from final signature

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- Additional Financial Information: N/A

**13. #529/2024. Standard Professional Services Contract between Davis County and Utah Testing & Engineering, LLC for Special Inspection Services for Emergency Operations Center (EOC) — presented by Andrew Oblad, Chief Deputy**

**Financial Information:**

- Type: Payable
- Amount: \$26,945.50
- GL Account #: 8010862-600702
- Davis County Match Required: N/A
- Additional Financial Information: N/A

**Terms:**

- Beginning Date: Upon final signature
- Ending Date: 10/01/2025

**14. #535/2024. Approval of an Interlocal Cooperation Agreement between Davis County and Farmington City for Dispatch Services for a portion of 2024 and termination of Interlocal Cooperation Agreement #2004-059 for Emergency Telephone Fees — presented by Andrew Oblad, Chief Deputy**

**Financial Information:**

- Type: Receivable
- Amount: \$65,898.95
- GL Account #: 1920219-471300
- Davis County Match Required: N/A
- Additional Financial Information: N/A

**Terms:**

- Beginning Date: 07/01/2024
- Ending Date: 12/31/2024

**15-21. #518/2024. Approval of agreements for consideration to be placed on the tow rotation through the Davis County Sheriff's Dispatch Center — presented by Andrew Oblad, Chief Deputy**

15. #518/2024 Sunset Autobody LLC  
16. #520/2024 Hunter Recovery LLC  
17. #521/2024 CA Towing LLC  
18. #522/2024 KL Towing LLC

19. #523/2024 Tango Auto and Towing LLC  
20. #533/2024 N and J Inc. DBA Auto Crafters  
21. #534/2024 Automotive Maintenance Specialists  
DBA AMS Towing

**Financial Information: N/A**

**Terms:**

- Beginning Date: 07/01/2024
- Ending Date: 06/30/2025

**VOTING**

**Motion to Approve Items 12-21:** Lorene Miner Kamalu. **Second:** Randy B. Elliott. All present voted aye.

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

**BOARD OF EQUALIZATION**

**22. #543/2024. Property Tax Register 06-18-2024 — presented by Curtis Koch, County Auditor**

The Property Tax Register for June 18, 2024 was presented and contained the following: Auditor's Adjustments consisting of Appeals reports, Abatement reports, and Corrections; Treasurer's Adjustments; Assessor's Adjustments consisting of Personal Property Corrections. This record is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

**VOTING**

**Motion to Approve Item 22:** 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**

**23. #536/2024. Regular Commission Meeting Minutes for May 28, 2024 — Commissioner Elliott presented on behalf of Commissioner Stevenson**

**24. #519/2024. Work Session Meeting Minutes for June 4, 2024 — Commissioner Elliott presented on behalf of Commissioner Stevenson**

# COMMISSIONERS' MINUTES – DAVIS COUNTY

## VOTING

**Motion to Approve Items 23-24:** Randy B. Elliott. **Second:** Lorene Miner Kamalu. All present voted aye.

## CLOSING REMARKS

**Commissioner Kamalu** commented that she is glad that we honor Juneteenth and mentioned the Layton Temple dedication was on Sunday, June 16, 2024 which she feels is huge for the County. The groundbreaking ceremony for the Emergency Operations Center is very exciting and a great step forward for the County.

**Commissioner Stevenson** met with Rocky Mountain Power recently and wanted to warn County citizens about possible short power outages while Rocky Mountain Power is checking their equipment for potential fire issues.

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## MEETING ADJOURNED

Commission Meeting was adjourned at 10:49 AM.

## ATTACHMENTS

All publicly distributed materials associated with this meeting are noted as the following attachments:

- A. 06 18 2024 Resolution & Budget Opening Items

Minutes Prepared by:

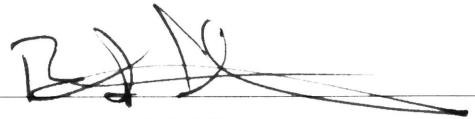
Aaron Moyes  
Deputy Clerk



Brian McKenzie  
Davis County Clerk

Minutes Approved on:

07/02/2024



Bob J Stevenson  
Commission Chair



# June 18, 2024 Resolution & Budget Opening Items

Fund/Dept.	Account Name				Reason
Auditor	Transfer In	1010141-492100		\$ 85.091	Change budget org to reflect the same as last year Use 1010141 instead of 1010150 for Contracts & Grants Manager payroll.
Non-Departmental	Transfer In	1010150-492100		\$ (85.091)	Change budget org to reflect the same as last year Use 1010141 instead of 1010150
IS	Software	1010136-540691	\$ 17.000		Budget Increase for 55 licenses NASPO Software Contract # CTR060028
Assessor	Misc Services	1010146-550620	\$ 15.000		Russ Thimgan remodeling-\$75 000 was budgeted Vendor requested increase
Sheriff	Contribution-Private	1020210-493000		\$ 1.080	Increase in revenue for funds donated from Jason W Read Foundation
Sheriff	Equipment	1020210-540690	\$ 1.080		Increase in expense budget from donation for ballistic shields
Sheriff	State Grants	1020210-472500		\$ 6.640	DPS Grant Revenue for Early Intervention (40% Sheriff, 60% Corrections)
Sheriff	Software Subscriptions	1020210-555266	\$ 6.640		Early Intervention LEFTA Software Exp (40% Sheriff, 60% Corrections)
Sheriff	Sundry Revenue	1020210-495100		\$ 13.600	Increase in expense for funds from trade-in of fire arms 50-260's, 3-200's
Sheriff	Equipment	1020210-540690	\$ 13.600		Increase in revenue for funds from trade-in of fire arms 50-260's, 3-200's to replace firearms
Sheriff	Payroll	1020210-510110	\$ 57.142		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Sheriff	Uniform Allowance	1020210-510113	\$ 600		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Sheriff	Payroll Taxes	1020210-520131	\$ 4.372		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Sheriff	Workers Comp	1020210-520132	\$ 735		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Sheriff	Health Insurance	1020210-520133	\$ 11.912		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Sheriff	Retirement	1020210-520134	\$ 18.343		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Sheriff	Communication Allow	1020210-520135	\$ 360		Utah Code 53-22-103 requires County Sheriff to identify an individual as a County Security Chief Increase payroll expense, prorated for 6 months (last half of 2024)
Search & Rescue	Sale of Fixed Assets	1020217-491100		\$ 21.000	Additional revenue from trade in of equipment ( Polaris)
Search & Rescue	Edu & Training	1020217-548330	\$ 6.700		Increased revenue from trade in of equipment used Increase Edu & Training ( Polaris)
Search & Rescue	Equip Repairs/Contracts	1020217-560252	\$ 4.300		Additional revenue from trade in of equipment used for Equip repairs ( Polaris)

Corrections	State Grants	1020230-472500		\$ 9 960	DPS Grant Revenue for Early Intervention (40% Sheriff 60% Corrections)
Corrections	Software Subscriptions	1020230-555266	\$ 9 960		Early Intervention LEFTA Software Exp (40% Sheriff 60% Corrections)
Corrections	Federal Grants	1020230-472600		\$ 100 000	Detection & Mitigation Grant - To increase budget up to grant-allowed amount
Corrections	Prof & Tech	1020230-555309	\$ 50 000		Detection & Mitigation Grant - To increase budget up to grant-allowed amount
Corrections	Equip Repairs/Contracts	1020230-560252	\$ 50,000		Detection & Mitigation Grant - To increase budget up to grant-allowed amount

**Fund Balance Increase/(Decrease)** **\$ 267,742 \$ 152,280**

Health	WIC Federal	1530311-474710		\$ 16 271	Additional funding - Peer Counseling
Health	Payroll	1530311-510110	\$ 14 807		Additional Peer Counseling funds - Hiring of PT Peer Counselor
Health	Benefits	1530311-520130	\$ 1,464		Additional Peer Counseling funds - Hiring of PT Peer Counselor
Health	DEQ	1530311-474305		\$ 2,000	Additional funding - Radon Contract #205/2024 totaling \$5,000
Health	Misc Supplies	1530311-540610	\$ 2 000		Additional funding for Radon supplies, test kits, flyers, etc
Health	Equipment	1530311-540690	\$ 300		Additional funding for (2) Radon machine replacement \$2700 already budgeted
Health	Misc Services	1530311-550620	\$ 574,992		Rollover to 2024 - Reimbursement of HEPA Filters per K-12 Env contract to Davis County School District 2021-298

**Fund Balance Increase/(Decrease)** **\$ 593,563 \$ 18,271**

CJC	Prof & Tech - Therapy	1710169-555310	\$ 3 429		Increase therapy budget for 2023 donations
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**Fund Balance Increase/(Decrease)** **\$ 3,429 \$ -**

Tourism	Transfer Out	1810170-590910	\$ 94 250		Transfer funds from Tourism to Insurance to cover overage of 2024 UCIP Premiums for insurance coverage for WSP
Tourism	Sundry Revenue	1810172-495100		\$ (127 500)	No longer anticipated to be received in Tourism Fund

**Fund Balance Increase/(Decrease)** **\$ 94,250 \$ (127,500)**

Municipal Services	Contracts	2510190-550621	\$ 31 840		Increasing expense budget for Fire District Coverage to unincorporated areas
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**Fund Balance Increase/(Decrease)** **\$ 31,840 \$ -**



WSP Construction	Sundry Revenue	4210248-495100		\$ 708,607	Farmington participation on electronic signage burying Rocky MT Power overhead poles and 1100 W storm water improvements
WSP Construction	Sundry Revenue	4210248-495100		\$ 127,500	Farmington City electronic sign contribution
WSP Construction	Construction	4210248-600702	\$ 15,417,679		Remaining budget needed to complete construction at the WSP Project
WSP Construction	FF&E	4210248-600704	\$ 1,250,000		FFE Budget for WSP Project
WSP Construction	Transfer-In	4210248-492100		\$ 11,545,700	Transfer In from Tourism Capital to fund the WSP project

**Fund Balance Increase/(Decrease) \$ 16,667,679 \$ 12,381,807**

Health Capital	Bldg Improvements	4610930-620720	\$ 10,000		Completion of CDBG sliding door project SDSAC
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**Fund Balance Increase/(Decrease) \$ 10,000 \$ -**

Tourism Capital	Transfer Out	4710940-590910	\$ 11,545,700		Transfer Out of Tourism Capital to fund the WSP project
Tourism Capital	Bldg Improvements	4710940-620720	\$ (14,734,810)		Project was projected to be built in this fund during annual budget process. It is not. It will be completed in Fund 42

**Fund Balance Increase/(Decrease) \$ (3,189,110) \$ -**

Library Head Quarters	Equipment	4810950-640740	\$ 8,297		Rollover to 2024 - Heat Pump project Farmington location
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**Fund Balance Increase/(Decrease) \$ 8,297 \$ -**

Valley View	Sundry Revenue	5170662-495100		\$ 64,000	Increase of revenue from sale of older Club Cars
Valley View	Equipment	5170662-540690	\$ (187,800)		Transfer from Equipment to Capital Equipment
Valley View	Capital Equipment	5170662-640740	\$ 254,480		Transfer in from operations, plus additional \$2,680 needed for cost increase of golf carts

**Fund Balance Increase/(Decrease) \$ 66,680 \$ 64,000**

Insurance	Transfer In	6110840-492100		\$ 94,250	Transfer funds from Tourism to Insurance to cover overage of 2024 UCIP Premiums for insurance coverage for WSP
Insurance	UCIP Premiums	6110840-540491	\$ 94,250		Increase premiums expense budget for WSP building

