COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES
Tuesday, December 17, 2024

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 AM on Tuesday, December 17, 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

OPENING

The meeting convened at 10:00 AM and Ashleigh Young, Animal Care Director, led the Pledge of Allegiance.

Commissioner Stevenson asked Commissioner Elliott to chair the meeting since it was his last Commission Meeting; Commissioner Elliott agreed.

RECOGNITION, PRESENTATION, AND INFORMATIONAL ITEMS

1. #1047/2024. **Written Notice of Termination with Provox Systems Inc. Agenda Management Agreement with Davis County — *presented by Brian McKenzie, County Clerk***

Clerk McKenzie said that Provox has been a great stepping stone and occasional stumbling block and that he, like others, is excited to move to on to something bigger and better. This notice has been provided to the company and the agreements with the new company will be presented later in the meeting.

Financial Information:

- Type: N/A
- Amount: N/A
- GL Account #: 540691
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 02/19/2025
- Ending Date: 02/19/2025

PUBLIC COMMENTS

Public comments were invited; none were given.

BUSINESS/ACTION

ANIMAL CARE

2. ORD #9/2024. **Approval of Ordinance amending Section 6.32.010 of the Davis County Code regarding Fees and Charges — *presented by Ashleigh Young, Director***

The State lab fee for rabies testing has increased, necessitating this change to the ordinance. This is something Animal Care contracts out, so they do not have control over this pricing. Director Young said some fees were increased last year, including adoption fees, which was done in order to remain competitive with other animal shelters.

Financial Information: N/A

Terms: N/A

VOTING

Motion to Approve Item 2: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

AUDITOR'S OFFICE

3. #1074/2024. **Approval of an Agreement to obligate funds to Davis County Pretrial Services — *presented by Curtis Koch, County Auditor***

Auditor Koch said these are the final four obligations. He clarified that last week's action on the Pretrial Services and Legal Defenders agreements was to modify the scope of work. This week is the official obligation of funds.

Financial Information:
- Type: Pass-Through
- Amount: $926,259.19
- GL Account #: 8010862-600702
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 01/01/2022
- Ending Date: 12/31/2026

4. #1075/2024. **Approval of an Agreement to obligate funds to Davis County Legal Defenders — *presented by Curtis Koch, County Auditor***

Financial Information:
- Type: Pass-Through
- Amount: $1,507,904.19
- GL Account #: 8010862-600702
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 01/01/2022
- Ending Date: 12/31/2026

5. #1078/2024. **Approval of an Agreement to obligate funds to the Davis County Community and Economic Development Department for the Davis County Homebuyer Assistance Program — *presented by Curtis Koch, County Auditor***

Financial Information:
- Type: Pass-Through
- Amount: $2,000,000.00
- GL Account #: 8010862-600702
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 10/01/2023
- Ending Date: 12/31/2026

6. #1079/2024. **Approval of an Agreement to obligate funds to the Davis County Attorney's Office — *presented by Curtis Koch, County Auditor***

Financial Information:
- Type: Pass-Through
- Amount: $4,152,082.62
- GL Account #: 8010862-600702
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 09/09/2021
- Ending Date: 12/31/2026

VOTING

Motion to Approve Items 3-6: Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

CLERK'S OFFICE

7. #1059/2024. **Ratification of an Agreement with CivicPlus for MuniDocs, an Agenda Item Storage System — *presented by Brian McKenzie, County Clerk***

Items 7 and 8 are the contracts with CivicPlus, which will be replacing Provox. This application will allow members of the public and departments to search for meeting minutes, agendas, contracts, etc.

Financial Information:

- Type: Payable
- Amount: $5,000.00
- GL Account #: 1010136-555265
- Davis County Match Required: No
- Additional Financial Information: Year 1 total is $1,000.00; Year 2 and Year 3 total is $2,000.00; annual recurring services starting in Year 4 are $2,100.00; annual uplift is 5% to be applied in Year 4

Terms:

- Beginning Date: 11/27/2024
- Ending Date: 11/27/2027

8. #1046/2024. **Ratification of an Agreement with CivicPlus for Agenda and Meeting Management Select (AMM), an Agenda Management Software — *presented by Brian McKenzie, County Clerk***

This is the agenda management application that will assist in preparing the agenda by allowing departments to submit items and facilitating workflow reviews. It will also help with the minute taking, and in general, making information available to County employees and the general public.

Financial Information:

- Type: Payable
- Amount: $13,600.00
- GL Account #: 1010136-555265
- Davis County Match Required: No
- Additional Financial Information: Annual recurring services (subject to uplift) is $11,600.00; annual uplift is 5% to be applied in Year 2; Automatic 1 year renewal term

Terms:

- Beginning Date: 11/27/2024
- Ending Date: 11/27/2025

9. #1077/2024. **Approval of Voting Precinct Boundary Changes in Layton and Syracuse — *presented by Brian McKenzie, County Clerk***

In Syracuse, the precinct used to go around the old RC Willey building. Since that area has been turned into housing, the boundary lines needed to be redrawn so they did not cut through homes. Layton City recently annexed a portion of land but a new precinct had to be created because it crosses a Senate district boundary lines. Clerk McKenzie does not anticipate homes will be put into this area.

Financial Information: N/A

Terms: N/A

VOTING

Motion to Approve Items 7-9: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

COMMISSIONERS' OFFICE

10. #1089/2024. **Ratification of an Agreement with M. C. Green & Sons, Inc. [WDSA, Inc.] granting temporary ingress and egress to portions of the Davis County Shooting Range to store a limited amount of excavation equipment that will be utilized in excavation services — *presented by Commissioner Elliott on behalf of Commissioner Stevenson***

This item was updated in the meeting to be an agreement with WDSA, Inc. The contract terms and conditions remained the same; only the company is different. This contract will allow the company to have access to the shooting range for excavation services.

Financial Information: N/A

Terms:

- Beginning Date: 12/21/2024
- Ending Date: 01/02/2025

11. #959/2024. **Approval of the 2025 Annual Meeting Schedule for the Board of Commissioners — *presented by Commissioner Elliott on behalf of Commissioner Stevenson***

Financial Information: N/A

Terms:
- Beginning Date: 01/01/2025
- Ending Date: 12/31/2025

12. RES #30/2024. **Approval of a Resolution Setting the Term and Rotation of the Chair and Vice Chair of the Davis County Commission for the year 2025 — *presented by Commissioner Elliott on behalf of Commissioner Stevenson***

Financial Information: N/A

Terms: N/A

VOTING
Motion to Approve Items 10-12: Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

COMMUNITY & ECONOMIC DEVELOPMENT
13. #1064/2024. **Approval of a Contract with Green Banner Eventco Hosting a Gaming Tournament — *presented by Kent Andersen, Director***

Financial Information:
- Type: Receivable
- Amount: $4,130.00
- GL Account #: 1810172-455000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 08/22/2025
- Ending Date: 08/24/2025

14. #1068/2024. **Approval of a Contract with Desert Oasis Cat Club to host a regional show — *presented by Kent Andersen, Director***

Financial Information:
- Type: Receivable
- Amount: $2,323.13
- GL Account #: 1810172-455000
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 05/23/2025
- Ending Date: 05/25/2025

15. #1072/2024. **Approval of a 2024 donation to the Aerospace Heritage Foundation of Utah to support the Hill Aerospace Museum mission and efforts — *presented by Kent Andersen, Director***

Financial Information:
- Type: Payable
- Amount: $5,000.00
- GL Account #: 1810170-540540
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 12/17/2024
- Ending Date: 12/17/2024

16. #1081/2024. **Approval of a letter Expressing Davis County's Desire to Exercise a Right of First Refusal to Purchase Water Rights and/or Shares of the Clark Water Company and authorizing the Chair to endorse — *presented by Kent Andersen, Director***

This letter will allow the conversations to happen regarding future actions. No dollar amounts have been decided at this point.

Financial Information: N/A

Terms: One time

17. #1082/2024. **Acceptance of a Quitclaim Deed conveying part of River Ridge Partners, LC., aka River Ridge Partners, LLC., property (Part of Tax ID 09-082-0131) to Davis County for part of the Bonneville Shore Line Trail system — *presented by Kent Andersen, Director***

This 0.526 acres will allow the Bonneville Shoreline Trail to expand by 900 feet off Gordon Avenue.

Financial Information: N/A

Terms: Runs with the Land.

VOTING
Motion to Approve Items 13-17: Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

FACILITIES
18. #1070/2024. **Approval of Amendment #1 to Contract #1254/2023 with Post Asphalt Paving & Construction for an additional asphalt paving — *presented by Lane Rose, Director***

Financial Information:
- Type: Payable
- Amount: $10,251.25 additional
- GL Account #: 4610930-630730
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 12/17/2024
- Ending Date: 03/31/2025

19. #1073/2024. **Approval of an Agreement with Modern Out West, PLLC, for Architectural services for the Bountiful Branch Library — *presented by Lane Rose, Director***

This is the first step in "kicking off" the construction of the new library.

Financial Information:
- Type: Payable
- Amount: $326,250.00
- GL Account #: 4810952-600701
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:
- Beginning Date: 12/17/2024
- Ending Date: 12/31/2026

20. #984/2024. **Approval of an Agreement with Mountain States Fence Company Inc. for fencing installation at the Health Department parking lot expansion project — *presented by Lane Rose, Director***

Commissioner Kamalu commented that she was able to visit the site recently and was impressed with how it is coming along; she is excited for this project.

Financial Information:
- Type: Payable
- Amount: $95,910.00
- GL Account #: 4610930-630730
- Davis County Match Required: No
- Additional Financial Information: N/A

Terms:
- Beginning Date: 12/17/2024
- Ending Date: 04/30/2025

VOTING
Motion to Approve Items 18-20: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

HUMAN RESOURCES

21. #1088/2024. **Approval of an Agreement for Public Employees' Health Program (PEHP) to Submit 2024 Affordable Care Act (ACA) Reporting — *presented by Ric Higbee, Deputy Director***

The ACA requires specific reports be turned in on employee health coverage, which the County used to do in house. This agreement will allow PEHP to file the ACA reports on behalf of the County.

Financial Information: N/A

Terms:

- Beginning Date: 12/20/2024
- Ending Date: 12/31/2024

VOTING

Motion to Approve Item 21: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

LIBRARY

22. #1076/2024. **Approval of an Agreement with Niche Academy for training software — *presented by Josh Johnson, Director, on behalf of Ellen Peterson, Deputy Director***

This agreement will give library employees and patrons access to database training specific to library resources. While access won't start until next year, it needed to be signed now to lock in the discount. Director Johnson explained this will be nice to have to give his staff better training to help patrons in person and will allow patrons to access the same training at home 24/7.

Financial Information:

- Type: Payable
- Amount: $35,700.00
- GL Account #: 2310580 540691
- Davis County Match Required: No
- Additional Financial Information: $6,960.00 annually with a $900.00 implementation fee the first year equaling $35,700.00.

Terms:

- Beginning Date: 02/03/2025
- Ending Date: 02/02/2030

VOTING

Motion to Approve Item 22: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

SHERIFF'S OFFICE

23. #1063/2024. **Approval of Amendment #1 to Service Contract #1073/2023 between Davis County and Holbrook Service, LLC for removal and installation of new Makeup Air Unit extending the ending date — *presented by Taylor West, Chief Deputy, on behalf of Andrew Oblad, Chief Deputy***

Financial Information:

- Type: Payable
- Amount: $329,252.73
- GL Account #: 6310862-560252
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: Upon final signature
- Ending Date: 01/30/2025

24. #1080/2024. **Ratification of Acceptance of 2024 FY24 Community Oriented Policing Services (COPS) Technology and Equipment Program Invitational Solicitation Grant Award 15JCOPS-24-GG-02317-TECP between Davis County and the Department of Justice — *presented by Taylor West, Chief Deputy, on behalf of Andrew Oblad, Chief Deputy***

Financial Information:

- Type: Receivable
- Amount: $1,500,000.00
- GL Account #: 1020210-472600
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 03/09/2024
- Ending Date: 03/31/2026

25. #1083/2024. **Approval of Transfer of ownership, assumption of risk/liability, and indemnification agreement for K9 dog Zeke to Wayne County [Sheriff's Office]** — ***presented by Taylor West, Chief Deputy, on behalf of Andrew Oblad, Chief Deputy***

Financial Information:

- Type: N/A
- Amount: "As is"
- GL Account #: N/A
- Davis County Match Required: N/A
- Additional Financial Information: N/A

Terms:

- Beginning Date: 12/11/2024
- Ending Date: N/A

VOTING
Motion to Approve Items 23-25: Lorene Miner Kamalu. **Second:** Bob J Stevenson. 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

26. #1091/2024. **Property Tax Register 12-17-2024** — ***presented by Curtis Koch, County Auditor***

The Property Tax Register for 12/17/2024 was presented and contained the following: Auditor's Adjustments consisting of Appeals reports, Abatement reports, and Corrections; Assessor's Adjustments consisting of Personal Property Penalty Waivers and Corrections. This record is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

VOTING
Motion to Approve Item 26: Lorene Miner Kamalu. **Second:** Bob J Stevenson. All present voted aye.

27. #1092/2024. **Late Appeals Register 12-17-2024** — ***presented by Curtis Koch, County Auditor***

Commissioners reviewed appeals received after the deadline. This record, including the decision and votes, is maintained by the Davis County Auditor as the Clerk of the Board of Equalization.

Motion to reconvene Commission Meeting: Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

CONSENT ITEMS

28. #1085/2024. **Approval of Work Session Meeting Minutes for November 26, 2024** — ***presented by Commissioner Stevenson***

29. #1023/2024. **Approval of Regular Commission Meeting Minutes for November 26, 2024** — ***presented by Commissioner Stevenson***

30. #1071/2024. **Approval of the Regular Commission Meeting Minutes for December 3, 2024** — ***presented by Commissioner Stevenson***

31. #1084/2024. **Approval of the Budget Hearing Meeting Minutes for December 3, 2024** — ***presented by Commissioner Stevenson***

32. #1090/2024. **Approval of Special Meeting Minutes for December 6, 2024** — ***presented by Commissioner Stevenson***

33. #1086/2024. **Approval of Work Session Meeting Minutes for December 10, 2024** — ***presented by Commissioner Stevenson***

VOTING
Motion to Approve Item 28-33: Bob J Stevenson. **Second:** Lorene Miner Kamalu. All present voted aye.

CLOSING REMARKS

Commissioner Stevenson said he has appreciated working with Randy and remarked on how they've had some great times.

Commissioner Kamalu said that when she ran for office in 2018, Commissioner Elliott was smiley and encouraging towards her and, after the election results were released, Commissioner Elliott was the first person to call and congratulate her; he has been very welcoming during her tenure. At an event last night, Commissioner Kamalu was asked by another newly elected official how the County welcomed newly elected officials and, upon reflection, Commissioner Kamalu realized Commissioner Elliott was the individual who set the welcoming atmosphere. He has served for eight years through normal business and some more controversial topics. Commissioner Kamalu also said that Commissioner Elliott is fulfilling his assignments to the end and has often set the example by arriving to all his meetings early. She is thankful for his service and feels like she has created a bond with him that will last the rest of her life.

Commissioner Elliott thanked Commissioners Stevenson and Kamalu. He feels he has grown and been through a lot during his tenure. He has made a lot of memories and said it has been a great run with great experiences, although time has seemed to go by fast. He also joked how his hair has gotten more silver since being elected. Commissioner Elliott concluded by thanking the wonderful staff members of the County and said he feels like he is leaving the County in a better place than when he was first elected.

MEETING ADJOURNED

Commission Meeting was adjourned at 10:31 AM.

Minutes Prepared by:

Jessy Turner
Deputy Clerk

Brian McKenzie
Davis County Clerk

Minutes Approved on:

01/07/2025

Lorene Miner Kamalu
Commission Chair

STATE OF UTAH
DAVIS COUNTY