

COMMISSION TELEPHONIC MEETING MINUTES  
March 8, 2016

The Board of Davis County Commissioners met in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah on February 9, 2016 at 10 am. Members present were Commissioner John Petroff - Chair, Commissioner Jim Smith (via telephone), Clerk/Auditor Curtis Koch, Chief Deputy Civil County Attorney Neal Geddes and Deputy Clerk/Auditor Shauna Brady.

Meeting Agenda as posted:

Meeting  
Agenda as  
posted

PUBLIC NOTICE is hereby given that the Board of Davis County Commissioners, Farmington, Utah, will hold a Telephonic Commission Meeting at the Davis County Administration Building, 61 South Main Street, Room 303, Farmington, Utah, commencing at 10 am on March 8, 2016.

**OPENING**

Pledge of Allegiance – by invitation

**RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS**

Opening of sealed bid for surplus tax sale property (Tax ID 14-095-0059)

**BUSINESS/ACTION**

***Chris Sanford, Davis County Library Director, presenting:***

Agreement with Kenneth Oppel – present an author program at Davis County Headquarters Library (payable)

***Brooks Burr, Davis County Fair Coordinator, presenting:***

Agreement with Clipper Publishing Company – advertising for Davis County Fair (payable)

Agreement with Clipper Publishing Company – sponsor of Davis County Fair (receivable)

***Dave Hansen, Davis County Legacy Events Center Director, presenting:***

Summary list – Legacy Events Center contracts (16) for space rental (receivable)

***Clint Thacker, Davis County Animal Care & Control Director, presenting:***

Summary list – February 2016 animal adoptions (59)(receivable)

MOU amendment with Best Friends Animal Society – memorialize certain joint projects, activities, programs and/or work plans (receivable)

***Barry Burton, Davis County Planning Director, presenting:***

Written motion requesting authorization for CED/Planning director to approve & sign certain agreements (n/a)

***Tony Thompson, Davis County Property Manager, presenting:***

Assignment of sealed bid No. 01-2016 for surplus tax sale property (Tax ID 03-002-0138)

Declare parcel of land as surplus (Tax ID 02-104-0100)

***Brian Hatch, Davis County Interim Health Director, presenting:***

Ratify agreement with Clearfield City – Simulated Active Shooter Training Exercise at the Davis County Health Department (n/a)

Agreement with Utah Food Certification – recognition as a Utah State approved vendor of services for an acceptable and valid means of food handler training (receivable)

Amendment with Utah Department of Health – increase funding for Nurse Family Partnership (receivable)

***Adam Wright, Davis County Public Works Director, presenting:***

Agreement with Utah Dept. of Transportation – Statewide Utility License Agreement (n/a)

***Mack McDonald, Davis County Facilities Director, presenting:***

Notice of Award to KONE Inc. to provide elevator inspections and maintenance services

Notice of Award to Schindler Elevator Corporation to provide elevator inspections and maintenance services

Agreement with WHW Engineering Inc. – provide mechanical engineering consulting services for Davis County's Administration Building's heating and air conditioning system (payable)

Agreement with WHW Engineering Inc. – provide mechanical and plumbing design for Davis County's Animal Care and Control building's heating and air conditioning system (payable)

**BOARD OF EQUALIZATION**

Request for Approval of the Property Tax Register

**CONSENT ITEMS**

Meeting Minutes - February 16, 2016

Check Registers

**COMMISSIONER COMMENTS**

**PUBLIC COMMENTS** (3 Minutes per Person)

Shauna Brady, Davis County Commission, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Commissioner Jim Smith joined the meeting via telephone from the National Council for Behavioral Health Conference in Las Vegas, Nevada. Commissioner Bret Millburn was excused from the meeting. He is attending an AGRIP Governance Conference in Nashville, Tennessee.

Opening of  
sealed bid for  
surplus tax

Tony Thompson, Davis County Property Manager, said letters were sent out to abutting property owners of surplus property (Tax ID 14-095-0059) located at 430 North 50 East in Clearfield with sealed bid

property #2-2016. No bids were received. Tony said he would bring recommendations before the Commission at a future meeting.

Agreement #2016-80 with Kenneth Oppel to present an author program at DC Hdqtrs Library

Chris Sanford, Davis County Library Director, introduced Kimberly Valeika, associate librarian, and explained she has taken on the responsibility of planning some of the library's big offering events. We may see Kimberly in future meetings.

Chris presented agreement #2016-80 with Kenneth Oppel as a presenter for the author program at the Davis County Headquarters Library. The contract amount is \$3,000.00. The contract period is May 3, 2016.

Commissioner Petroff asked what type of books Mr. Oppel writes. Kimberly answered he writes mostly young adult books including a series called Silverwing, a series called Airborne, and his latest children's fiction book called The Nest.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Brooks Burr, Davis County Fair Coordinator, presented the following:

Agreement #2016-81 with the Clipper Publishing Co for 2016 Davis County Fair advertising

Agreement #2016-81 with the Clipper Publishing Company for advertising at the 2016 Davis County Fair. This includes the Clipper printing an informational booklet they will pass out from a booth at the fair. The payable contracted amount is \$4,500.00. The contract period is August 17-20, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-82 with the Clipper Publishing Co to be a 2016 Davis County Fair sponsor

Agreement #2016-82 with the Clipper Publishing Company for sponsorship of the 2016 Davis County Fair. The receivable contract amount is \$3,000.00. Brooks explained that between the 2 contracts, actual funds exchanged will be \$1,500.00 from Davis County to Clipper Publishing Company. The contract period is August 17-20, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Summary list #2016-83 of contracts at Legacy Events Center

Dave Hansen, Davis County Legacy Events Director, presented summary list #2016-83 of low dollar/low risk contracts for rented space at the Legacy Events Center. There are 16 receivable contracts.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Clint Thacker, Davis County Animal Care & Control Director, presented the following:

Summary list #2016-84 of animal adoptions in February

Summary list #2016-84 of animal adoptions (59) in February.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

MOU amendment #2014-349B with Best Friends Animal Society

MOU amendment #2014-349B with Best Friends Animal Society to memorialize certain joint projects, activities, programs and/or work plans. The various receivable contract amounts are dependent upon components of the amendment. Foremost is the donation of \$14,500.00 to go to the adoption specialist position. The contract period is February 29, 2016 through February 28, 2017.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Written motion #2016-85 requesting authorization to sign certain agreements

Barry Burton, Davis County Community & Economic Development (CED) Director, presented written motion #2016-85 requesting authorization to approve and sign certain agreements. This will include small, vendor contracts such as the Summary Lists from Animal Care & Control and the Legacy Events

Center. Commissioner Petroff answered Commissioner Smith's question regarding the contract dollar limit, which is \$2,500.00.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Tony Thompson, Davis County Property Manager, presented the following:

Assignment #2016-86 of sealed bid #01-2016

Assignment #2016-86 of sealed bid #01-2016 for surplus tax sale property (Tax ID 03-002-0138) located at 635 South 280 East in Centerville. This property was struck to the County in 1987 for delinquent taxes and penalties in the amount of \$191.80. The County's Assessor assemblage value for this property is \$1,046.00. The only bid was received from Brian Winn of 630 South 300 East in Centerville in the amount of \$50.00 supplemented with a hardship request letter.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Tony will secure the funds and prepare a quick claim deed to bring to a future meeting for approval of the sale of the property for the bid amount of \$50.00.

Motion to declare #2016-87 parcel of land as surplus and authorize notice of sale

Motion to declare #2016-87 parcel of land as surplus with Davis County reserving easements and ownership to portions of the property for flood control structures and access and to authorize notice of sale. This property is known as Tax ID 02-104-0100 and is located at approximately 641 East 200 South in Centerville. Deuel Creek Basin is located on this property and was brought before the Commission on September 23, 2014 under agreement #2014-326 and a part of it was declared surplus. On October 7, 2014, amendment #1997-109A was brought before the Commission to issue a Notice of Termination of Lease Agreement with Centerville City. The notice of sale for the surplus property was then placed on hold. It has since been discovered that most of the property can be declared surplus with Davis County reserving easements and ownership to portions of the property for flood control structures and access. Tony confirmed this property benefits from a structure built by the County (Commissioner Petroff calls it Jurassic Park) that made the detention basin unnecessary and removed 200+ properties from possible debris flow and the flood zone, increasing the value of their properties. Tony said that under paragraph #8 of agreement #1997-109, it would be appropriate to attend a Centerville City Council meeting to notify them of the motion to declare the land as surplus, discuss the value of the property and the County's desire to sell or develop this property for residential housing. Commissioner Petroff said the County invested \$2.3 million to construct the flood control structure. Commissioner Smith said he appreciates Tony delaying the motion to declare this property surplus while the concerns of local residents were addressed.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor. A notice that meets the Surplus Property Ordinance (Davis County Code 2.42) will be presented for approval at a future meeting.

Brian Hatch, Davis County Health Department Interim-Director, presented the following:

Ratified agreement #2016-88 with Clearfield City to conduct a Simulated Active Shooter Training Exercise at the Davis County Health Dept. Building

Ratified agreement #2016-88 with Clearfield City to conduct a Simulated Active Shooter Training Exercise at the Davis County Health Department Building for Clearfield City employees. In exchange for use of the County facility, Clearfield agrees to allow Davis County employees to participate in and/or observe the Training Exercise. Brian explained the exercise went very well, although, the building does have some difficult obstacles in the case of an active shooter onsite – such as the openness of the building. He said he gained a deeper understanding and appreciation for what the Clearfield Police Department does for us. It is necessary to ratify this agreement because it was signed by Clearfield City and Commissioner Petroff and attested by Clerk/Auditor Curtis Koch yesterday, March 7, 2016, prior to the Training Exercise taking place.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-89 with Utah Food Certification for food handler training

Agreement #2016-89 with Utah Food Certification as a Utah State approved vendor of services for an acceptable and valid means of food handler training as outlined in the Utah Administrative Code. The receivable contract amount is \$15.00 per successful trainee. The contract period is from date of signatures until terminated.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Amendment #2015-446A with Utah Dept. of Health to increase funding to Nurse Family Partnership

Amendment #2015-446A with the Utah Department of Health to increase funding for the Nurse Family Partnership Funding. This program puts a nurse in the homes of pregnant women and provides a lot of support. The receivable contract amount is an additional \$75,000.00 for a total of \$1,130,534.00. The contract period is February 1, 2016 through September 30, 2016.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-90 with UDOT for a Statewide Utility License Agreement

Adam Wright, Davis County Public Works Director, presented agreement #2016-90 with the Utah Department of Transportation (UDOT) for a Statewide Utility License Agreement. It has been six years since this agreement has been updated. It dictates how we operate in UDOT's right-of-way projects.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Mack MacDonald, Davis County Facilities Director, presented the following:

Notice of Award #2016-91 to KONE Inc. for elevator maintenance

Notice of Award #2016-91 to KONE Inc. to provide elevator inspections and maintenance services to all County elevators other than those in the Administration Building. Mack explained he tried to bring all of the elevator inspections under one contract. However, the elevator system located in the Administration Building is proprietary for several years to Schindler Elevator Corporation because of parts and programming. The contract amount is \$21,619.33. The contract period will be three years. A contract will be prepared and upon approval of the Commissioners, KONE Inc. will be notified of the date to begin providing services.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Notice of Award #2016-92 to Schindler Elevator Corporation for elevator maintenance

Notice of Award #2016-92 to Schindler Elevator Corporation to provide elevator inspections and maintenance services to elevators located in the Administration Building. The contract amount is \$21,619.33. The contract period will be three years. A contract will be prepared and upon approval of the Commissioners, Schindler Elevator Corporation will be notified of the date to begin providing services.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-93 with WHW Engineering Inc. to provide mechanical engineering consulting

Agreement #2016-93 with WHW Engineering Inc. to provide mechanical engineering consulting services for the Davis County Administration Building's heating and air conditioning control system. Mack explained that with the new system, we will be able to sequence the pumps to run 50/50 and not overload one or the other. The contract amount is \$4,500.00. The contract period is one year.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-94 with WHW Engineering

Agreement #2016-94 with WHW Engineering Inc. to provide mechanical and plumbing design and construction oversight for Davis County's Animal Care and Control Building's new heating and air

Inc. to provide mechanical and plumbing design

conditioning system. The contract amount is \$12,500.00. The contract period is one year.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Convene as BOE

Commissioner Smith made a motion to convene as the Board of Equalization. Commissioner Petroff seconded the motion. All voted aye.

Property Tax Registers approved

Curtis Koch presented for approval 3 abatement corrections, various small dollar write offs and 1 personal property correction.

Commissioner Smith made a motion to approve. Commissioner Petroff seconded the motion. All voted aye.

Reconvene Commission Meeting

Commissioner Smith made a motion to reconvene Commission Meeting. Commissioner Petroff seconded the motion. All voted aye.

Minutes of Commission Mtg approved

Commissioner Smith made a motion to approve the minutes from the February 16, 2016 Commission Meeting. Commissioner Petroff seconded the motion. All voted aye.

Check Registers approved

Check registers as prepared by the Davis County Clerk/Auditor's Office were approved with a motion by Commissioner Smith. Commissioner Petroff seconded the motion. All voted aye. The documents are on file in the Davis County Clerk/Auditor's Office.

Commissioner Comments

Commissioner Smith commented on the Behavioral Health conference he is attending in Las Vegas. He said it has been a fascinating experience. Today he will be attending sessions addressing poverty, mental health and legalizing marijuana. He said there has been a lot of focus on issues we are facing with regard to justice reinvestment and trying to keep people out of jail without losing public safety. He feels this has been a good use of his time. There are 5,000 people attending this convention.

Public Comments

No public comments.

Meeting Adjourned.

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Clerk/Auditor

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Chair