COMMISSIONERS' MINUTES – DAVIS COUNTY

COMMISSION MEETING MINUTES
November 23, 2021

The Board of Davis County Commissioners met for their regularly scheduled meeting at 10:00 a.m. on November 23, 2021, in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Required legal notice of this meeting was given.

Present on the dais were: Commissioner Bob J Stevenson, Chair; Commissioner Randy B. Elliott, Vice-Chair; Commissioner Lorene Miner Kamalu; Curtis Koch, Davis County Clerk/Auditor; and Neal Geddes, Chief Civil Deputy County Attorney.

All documents from this meeting are on file in the Davis County Clerk/Auditor's Office. The agenda for this meeting is incorporated into the minutes as item headers and terms.

OPENING

The meeting convened at 10:01 a.m., and Community and Economic Development Director Kent Andersen led the Pledge of Allegiance.

PUBLIC COMMENTS

Members of the public were invited to make comments to the Commission. No comments were made.

BUSINESS/ ACTION

Interlocal Agreement #2021-577 with the State of Utah - Lieutenant Governor's Office for Petition Signature Processing

1. Approval of Interlocal Agreement #2021-577 with the State of Utah - Lieutenant Governor's Office for Petition Signature Processing — *Presented by Chief Deputy Clerk/Auditor Brian McKenzie*

Approval of an Interlocal Cooperation Agreement with the State of Utah, specifically with the Lieutenant Governor's Office, was requested. Next year, candidates will be circulating petitions. This is an agreement for Davis County to support the Lieutenant Governor's Office in the process of verification of those petition signatures. The County will be recruiting temporary staff to help and conducting that process in our election facility this next spring. It was verified that signature verification is done using a statewide voter registration database. [Terms: The receivable amount is fee based, beginning 11/23/2021 to 12/31/2022.]

Agreement #2021-578 with Runbeck Election Services for an Agilis by-mail ballot processing machine

2. Approval of Purchase Agreement #2021-578 with Runbeck Election Services for an Agilis by-mail ballot processing machine — *Presented by Chief Deputy Clerk/Auditor Brian McKenzie*

The Agilis machine is used by the County in the ballot receiving process during elections. It will help with capturing the voter history as well as assisting with the signature verification of ballots as they come in for all future elections. Terms: Payable in the amount of $262,500 (there is an additional $45,000 in fees for years 2-5), beginning 11/23/2021 to 11/[23/]2026.

Motion to Approve Items 1-2: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

Summary List #2021-579 of low-dollar contracts with Legacy Events Center

3. Summary List #2021-579 of low-dollar contracts with Legacy Events Center — *Presented by Community and Economic Development Director Kent Andersen*

Terms: Receivable in the amount of $4,024.08, beginning 9/19/2021 to 11/07/2021.

2021 Council of Government (COG) Recommend-ations for 3rd Quarter Tax Projects, #2021-580

4. Approval of the 2021 Council of Government (COG) Recommendations for 3rd Quarter Tax Projects, #2021-580 — *Presented by Community and Economic Development Director Kent Andersen*

Approval of the 2021 Council of Governments (COG) recommendations for the 3rd Quarter Projects was requested. The recommendations were presented in the COG meeting on November 17. There are eight total projects that will come as separate agreements, in the future, as the County works with those separate entities. Terms: Payable in the amount of $14,747,312.

Tabled Amendment to Revenue Agreement with Utah Dept. of Workforce Services for ERA

5. Amendment to the Revenue Agreement with Utah Department of Workforce Services for the Emergency Rental Assistance (ERA) (1) funding to support the housing stabilization activities in Davis County — *Presented by Community and Economic Development Director Kent Andersen*

A request was made to table this item.

Motion to Approve Items 3-4 and to Table Item 5: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

Contract #2021-581 with Habitat Preserves Inc. for tree removal and trimming at the Bountiful Branch library

6. Approval of Contract #2021-581 with Habitat Preserves Inc. for tree removal and trimming services at the Bountiful Branch library — *Presented by Facilities Director Lane Rose*

A request was made for approval of a contract with Habitat Preserves Inc. The contract is for some tree removal and tree trimming at the Bountiful Branch Library, by the creek, where there are some dead trees. Terms: Payable in the amount of $4,480, beginning 11/23/2021 to 12/10/2021.

Contract #2021-582 with Salt Studio Inc., for furniture, fixtures, and equipment for the Memorial Courthouse renovation project

7. Approval of Contract #2021-582 with Salt Studio Inc., for furniture, fixtures, and equipment (FF&E) for the Memorial Courthouse renovation project — *Presented by Facilities Director Lane Rose*

Furniture, fixtures, and equipment are being ordered early to avoid problems with getting the furniture and because there would be a price increase of about 7 percent if the County didn't meet the order deadline at the end of this month. An extra month of storage is being paid for to make sure the equipment is here when needed. The final date of the renovation completion has not been set but will likely be in April or May. The windows showed up at the warehouse last week. One big item affecting the project timeline is the new EV (Electric Vehicle) charging stations, because Rocky Mountain Power transformers are not easy to come by. Terms: Payable in the amount of $267,351.43, beginning 11/23/2021 to 5/31/2022.

Motion to Approve Items 6-7: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

Amendment #2021-366-A to the COVID-19 Testing Activities in K-12 Schools contract with the Utah Dept. of Health increasing funding and replacing Attachment A for HEPA fan/filtration system purchase reimburse-ments

8. Approval of Amendment #2021-366-A to the COVID-19 Testing Activities in K-12 Schools contract with the Utah Department of Health increasing funding and replacing Attachment A to include environmental upgrades of HEPA fan/filtration system purchase reimbursements — *Presented by Health Director Brian Hatch*

This funding is pass-through, and there will be an agreement forthcoming with the School District and charter schools. The money was applied for in order to purchase air filtering equipment for mobile filtering in each of the classrooms, and will provide HEPA filters in each of the classrooms. Beyond COVID, the filters will have a great impact on indoor air quality in classrooms across the County. It should help reduce colds, etc., but will have a bigger impact on particulates that trigger asthma and help individuals suffering with asthma in classrooms. Improved air quality is why this funding was applied for when grant requirements were changed and expanded. The School District was already going to do this out of the funding, but with this additional funding the District's money is now going to be used for purchasing longer-term filters. Terms: Receivable in [an increased] amount of $2,270,934, beginning 10/25/2021 to 7/31/2022.

Motion to Approve: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

Rewrite #2021-583 of the Davis County Personnel Policies & Procedures - Discipline #250

9. Approval of rewrite #2021-583 of the Davis County Personnel Policies & Procedures - Discipline #250 — *Presented by Deputy Director John Robinson*

A rewritten draft of Davis County Personnel Policies & Procedures - Discipline #250 was presented for approval. It has been rewritten to provide additional clarity and some support measures for employees and supervisors. It was reviewed with Administrative Officers, who provided some feedback, and changes were implemented. The policy was also reviewed with the Davis County Employee Association (DCEA) President, and it was carefully vetted by the Civil Attorney's Office. There was, in the past, a work session regarding the policy.

Motion to Approve: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

Approval of addendum #2020-662-B for additional consulting assistance from Kronos SaaShr, Inc./UKG for Workforce Ready Software

10. Approval of [addendum] #2020-662-B for additional consulting assistance from Kronos SaaShr, Inc., A UKG Company for Workforce Ready Software — *Presented by Information Systems Director Mark Langston*

Approval of an addition to the contract with Kronos/UKG was requested, for additional consulting hours to help with the County's implementation of the time entry system. Terms: Payable as a one-time charge in the amount of $1,850, beginning 11/23/2021 to 11/23/2022.

Motion to Approve: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

Non-Interstate Statewide Utility License Agreement #2021-584 with UDOT

11. Approval of Non-Interstate Statewide Utility License Agreement #2021-584 with the Utah Department of Transportation (UDOT) — *Presented by Public Works Director Adam Wright*

The 5-year contract describes UDOT's and the County's responsibilities and maintenance with channels inside the non-interstate right-of-ways. It was noted that contract dates listed on the agenda were incorrect because Public Works was not able to make it to the last Commission Meeting. The correct terms are: Beginning 11/23/2021 to 11/23/2026.

Cooperative Agreement #2021-585 with UDOT for drainage access, maintenance, and ownership

12. Approval of Cooperative Agreement #2021-585 with the Utah Department of Transportation (UDOT) for drainage access, maintenance, and ownership — *Presented by Public Works Director Adam Wright*

The Cooperative Agreement with UDOT, for drainage access maintenance and ownership, is more specifically for West Davis. The agreement describes the terms of how UDOT and the County will maintain those culverts in West Davis after it [the West Davis Corridor] is built. The agreement begins today and will continue as long as the road and the creeks are there.

Motion to Approve Items 11-12: Com. Kamalu
Seconded: Com. Elliott
All voted Aye

COMMISSIONERS' MINUTES – DAVIS COUNTY

CONSENT ITEMS

Indigent Hardship Abatement Register

Indigent Hardship Register

A motion was made to hold a hearing on Item 1 of the Indigent Abatement Register, and to approve Item 2.

Motion to Hold a Hearing on Item 1 and Approve Item 2: Com. Elliott
Seconded: Com. Stevenson
All voted Aye

Commission Meeting Minute

Meeting Minutes

Meeting Minutes for October 26, 2021, were presented for approval.

Motion to Approve: Com. Stevenson
Seconded: Com. Elliott
All voted Aye

Commissioner Elliott moved to recess to the Board of Equalization. Commissioner Kamalu seconded the motion. Commissioners Stevenson and Elliott voted Aye.

BOARD OF EQUALIZATION

Property Tax Register

Property Tax Register matters were presented by Curtis Koch, Davis County Clerk/Auditor, as follows:

Auditor's Adjustments

Appeals

- A report recommending various approvals totaling $1,013,610
- A single parcel, 12-046-0089, with an adjustment of over $1,000,000
- A report recommending denials for various appeals
- One parcel that has been requested to be withdrawn
- A report with hearing recommendations totaling $165,000

Abatements

- A Late Abatement Application [Report] with nine abatements
- A report recommending denial of two abatements

Corrections

- Two corrections as a result of an Exempt Entity having sold to a Non-Exempt Entity
- Three Veteran Tax Exemption Abatements

Assessor's Adjustments

- A report with various Assessor-Initiated Corrections recommended totaling $1,098,208

Motion to Approve: Com. Elliott
Seconded: Com. Kamalu
All voted Aye

Commissioner Elliott moved to reconvene the Commission Meeting. Commissioner Kamalu seconded the motion. All voted Aye.

COMMISSION COMMENTS

Commissioner Stevenson invited comments from Department Directors.

Clerk/Auditor

Clerk/Auditor Curtis Koch wished everybody a happy Thanksgiving.

Commissioner Stevenson invited comments from Commissioners.

Commissioner Kamalu

Commissioner Kamalu commented on the Justice Reinvestment Initiative listening tour. Multiple directors at the state level came around last Thursday, in the morning, and had folks who were interested in giving feedback about JRI and its efforts or shortcomings in the last several years. Davis County folks, who work in the criminal justice system, were very eloquent and represented some of the experiences that our County has had. Commissioner Kamalu thanked all who came and participated in the listening tour. She said she thought it was well done. They [the state-level directors] did several listening tours throughout the state and will go back and, hopefully, find ways to do even better with that state initiative.

Commissioner Stevenson

Commissioner Stevenson said that, last night, the Wasatch Front [Regional Council] did transportation planning for the south end of the County, and it went well. Commissioner Stevenson thanked those who participated, especially all those from Kaysville south, for their efforts. He noted that a similar meeting was held in the north a couple of weeks ago. The work is appreciated, he said, because it is planning for transportation for the future in Davis County.

Commissioners Stevenson and Kamalu also wished everybody a happy Thanksgiving.

MEETING ADJOURNED

Commission meeting was adjourned at 10:21 a.m.

Minutes prepared by:
Becky R. Wright
Deputy Clerk/Auditor

Minutes approved on: 1/4/2022

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor

/s/ Randy B. Elliott
Randy B. Elliott
Commission Chair