

**Unapproved Meeting Minutes
Fairfield Town Council
Meeting
January 16, 2024**

Meeting

Date: Tuesday, January 16, 2024

Location: Fairfield Town Office, 103 East Main Street, Fairfield, Utah

Time: 6:00 P.M.

Minutes By: Stephanie Shelley

Agenda Item #1 - Open The Town Council Work Session.

Mayor McKinney called the town council meeting to order at 6:59 p.m.

Agenda Item #2 - Roll Call

Town Council Members Present: Mayor Hollie McKinney, RL Panek, Tyler Thomas, Richard Cameron, Michael Weber

Staff Present: Stephanie Shelley- Recorder

Others Present Via Zoom: iPad

Agenda Item # 3- Discussion on the Town Park.

Councilman Cameron talked to the Council about the purpose of the meeting, which is twofold. First, he wanted to gather everyone's thoughts on the current layout of the park, and second, he wanted to discuss upcoming grant opportunities, some of which have deadlines. He noted that the focus is on the park's general plan, including the playground, history path, ballpark, pavilion, and potential locations for future structures. The suggested placement of the town hall and a museum building has been proposed but is open for discussion. The overall design of park structures is envisioned to align with the aesthetics of the State Park. Specific details, such as a wooden playground inspired by Pleasant Grove and a history path with a well-thought-out timeline, are being considered. Grant funding, particularly for the history path, with an existing grant valued at around \$400,000, as shared by Brad Gurney. Mayor McKinney asked if anyone had information on this grant. None of the Council members had information.

Councilman Cameron recently had a discussion with VCBO approximately one to two weeks ago. During this conversation, he informed them about a recent change in the town's mayor and expressed the town's readiness to resume discussions about the park. While Cameron is unsure about the extent of VCBO's continued assistance, he mentioned that they might be willing to help write the RFP.

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Councilman Thomas asked if the VCBO was still interested in the job. Councilman Cameron said that Celeste, who has a personal stake in the project as a Carson, has committed to contributing to the park initiative. She passed the responsibility to Whitney, who operates in a different capacity, focusing on the initial stages of projects. The drafting of the Request for Proposal (RFP) is in process, and once completed, Stephanie Shelley can handle the bidding process.

Councilman Cameron expressed openness to potential involvement from VCBO and is ready to advance this aspect of the project. While an architect's support is deemed crucial for the master plan, considering ADA compliance and building codes, immediate assistance for specific structures like pavilions or restrooms may not be necessary. Cameron believes community members, particularly those engaged in outreach groups like Mayor McKinney and Cheri (IRL), have valuable input. The focus is on solidifying the master plan for the park's overall vision and considering future elements.

Councilman Cameron informed the Council of the need for an architect's involvement to ensure the park's realization aligns with a comprehensive master plan. The focus is on avoiding a makeshift approach and ensuring a well-thought-out design. Additionally, consideration is given to involving a Civil Engineer, particularly for addressing the spring and developing a grading plan.

Councilman Cameron expresses readiness to proceed with these options, although he acknowledges the need for assistance in drafting the Request for Proposal (RFP). He has identified individuals who can provide the necessary support in this regard.

The discussion also raises the question of whether to wait for grant approval before initiating any actions or if the town is willing to invest in immediate improvements, such as installing a fence or adding topsoil to mitigate risks associated with the soil. The latter is acknowledged as a significant investment, prompting consideration of convening another meeting to discuss specifications for the topsoil. The emphasis is on finding a practical solution that promotes grass growth without undesirable elements like alkali.

Mayor McKinney stated that regardless the dirt has to be mitigated.

Councilman Cameron recommended incorporating natural landscaping, prompting Mayor McKinney to inquire about ideas for the surroundings of the history path. In response, Councilman Cameron proposed using native grass, at least for the time being.

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Councilman Cameron, another factor to consider is the irrigation of planned features, especially if they involve a sophisticated setup like a quantum lawn. The question arises about the need to install main lines and laterals for the sprinkler system if seven inches of topsoil are placed over the area. The input received suggests that trenching through the soil, including the topsoil, should suffice, and there shouldn't be concerns at that stage. It's important to note that this advice comes from a contractor rather than a professional source, so the potential risks should be carefully evaluated.

The Council would like to plant as little grass as possible. They know they will need to have grass for the baseball and soccer fields.

Councilman Cameron suggests a proactive approach by replacing the old fence during the grant process. He proposes holding a meeting to determine the specifications for the new fence, including height, material, and spacing. Cameron has obtained three estimates for different pipe fence options, ranging from \$28,000 to \$50,000. The plan is to finalize the fence details, create a formal request, and seek bids from three contractors. The selection process can be value-based or favor the lowest bidder. This approach aims to have a contractor begin fence installation by May or June due to the frost.

The Council discussed the history path; if the envisioned path aligns with the current picture, there's a question about the purpose of the small building in the image. It was initially a Tuff shed used for storing historical items and memorabilia, serving as a museum. Councilman Cameron is currently in the process of constructing a museum, and the heating and cooling systems in the building are the most elaborate I have ever encountered. The Council was uncertain about its future existence. The building was added later, and there's a possibility of acquiring a shed in the future, depending on priorities and available funds. The Council intends to leave the building in its current location, and whether it gets constructed or not will be contingent upon future requirements.

Councilman Cameron said If the Council finds the current setup appealing, he is willing to devote a week or a couple of weekends to cut the path, set up forms, arrange for concrete, and involve neighbors in gradually extending it—perhaps every Saturday or every other Saturday.

This way, we can create a path for kids to ride bikes around. Simultaneously, the Town can work on planning and securing approval for park amenities.

Mayor McKinney has a meeting with an attorney, and she will discuss some concerns about potential risks associated with town volunteers engaging in construction or community

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projects. The specific risks mentioned include injuries, strain, and potential damage to equipment during volunteer activities. Mayor McKinney is seeking clarification on the liabilities and risks the town might face in such situations. If it is recognized as an area that the service committees may need to address separately.

The Council feels that the Town has many people with the skills to help build parts of the park. They will wait to see what the attorney has to say.

Councilman Cameron, my objective for this meeting was to gather additional thoughts or suggestions for additions or removals to the plan. Any such ideas would be addressed with VCBO before Stephanie proceeds to publish it for bid.

The Council talked about a possible workout area. Concerns were raised about the potential cost, with estimates suggesting it could quickly exceed half a million dollars. The idea of building an indoor facility is liked but is expected to be expensive, especially with details like siding and finishing. They emphasize the significant investment in building infrastructure for the community with resident support.

The Council will start a phase list for the park's build.

Councilman Cameron is tasked with compiling the bid, and he will provide the necessary information to Stephanie for the bid's distribution.

Councilman Cameron had a meeting with the Strongs before the holidays. Brad, our former Mayor, suggested them as a potential resource for drafting the RFP. However, it was mutually agreed that it might not be a suitable approach. Writing the RFP and then bidding on it could create an unfair advantage and appear questionable.

The Council discussed the potential necessity of a Public Hearing for the town park. Certain members expressed uncertainty regarding the need for such a hearing, noting the lack of attendance in previous meetings at the town park. There was consideration of organizing a meeting solely focused on the town park, with some suggesting the inclusion of a food truck during that session.

Mayor McKinney asked Councilman Cameron if he was okay with the Town continuing to use his building for the Town office. He replied the wife is ready for a change, but I'm content because I have a plan in the back of my mind. I'm fine with it. The main inconvenience is not being able to work in the shop during Tuesday meetings, as he feels it could be disruptive.

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Additionally, there's a concern about performing hot work in the shop, such as using a torch or grinder, which makes him uneasy. To address this, I plan to build a blacksmith shop elsewhere.

The Council talked about the lack of interest with the public on items. The public will give Councilmembers their opinion, but they don't come to the meetings to voice their opinions.

Councilman Panek, another aspect to consider is that we shouldn't ignore the opportunities knocking on our door. There are significant industries expressing interest in coming here. If we delay certain aspects for three or four years, it might work to our advantage. We could potentially secure funding through avenues like Intel Park or other sponsorship arrangements, which could be allocated towards constructing a town hall.

The Council does like the plan that was presented.

The Council needs to talk with the State Park about the parking lot. The money for that needs to be spent by the end of June.

Mayor McKinney will check with the County Commissioners about the four hundred thousand dollars that is for the history path.

The Council will pay for plans for VCBO if it is still under ten thousand dollars.

The Council talked about having another meeting to approve the fencing. They decided if they need one they will have one. They just want the fence to keep the cows out and the kids in.

Councilman Cameron will make sure that the RFP has all the information that will be needed.

The Council received separate emails from Alina, expressing the need to understand the thoughts and vision for the future plans of Fairfield, emphasizing the importance of aligning goals and perspectives between the planning commission and town council members. The email also delves into water-related questions, acknowledging the ongoing review of the general plan sent by Alina and her team.

The council considered it inappropriate to single out each of them. Councilman Cameron had plans to meet with her during the week.

Mayor McKinney attended the PID (Public Improvement District) meeting for a development project. She understands the purpose behind it, as the town may have a role in it. The PID is a

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driving force for funding, and if divided into 26 lots, a tax base follows along. Mayor McKinney expressed concerns about the cost of extending services from Highway 73 to the airport. She discussed the option of the development project having its own well for water, and she inquired if there were any further thoughts on this matter. Councilman Thomas stated that The completion of Allen's Ranch Road is hindered by the water availability. Currently, the first person to build incurs the cost of the water project. The idea proposed is to drill a well in the area instead of running a water line from SR 73. This well would be designed by an engineer and, once drilled, become part of the community water system, potentially offering a cost-effective alternative to extending the water line from SR 73 to the project. The engineer's input is needed to assess the feasibility and tie it into the broader water system. It might not even work. The Town does have the final decision with the PIDs. Councilman Thomas will go through the water ordinance, and Councilman Panek will look into the roads for the Blue Skies Airpark.

The Council talked about the need for the DRC, so the plans for building can be done correctly

The Council reviewed the ordinance and will need the Pringles to follow the ordinance. Mayor Mckinney will talk to Larry to get his opinion.

Agenda Item # 4- Discussion and Vote on Grant Options for the Town Park.

The Council did not discuss this.

Agenda Item # 5 -Discussion and Vote on Design Service.

The Council did not discuss this.

Agenda Item # 6 - Discuss park items that represent final decisions during the initial phase.

Councilman Thomas is proposing the creation of a priority list, irrespective of grant availability. He suggests focusing on the list until funds are depleted. Topping the list are the mitigation efforts for the soil, prioritized as the first and second items. The aim is to make the area usable

for the community. Councilman Weber supports this initiative and recommends incorporating some form of landscaping to prevent the newly placed soil from washing away.

1) Dirt

- a) Fence
- b) History path

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Agenda Item # 7 -Discuss what the Council could do while waiting for grant options for the master plan.

Nothing was discussed.

Agenda Item # 8 -Discussion and Vote on the Town Park Master Plan.

Nothing was discussed.

Agenda Item # 9 -Discussion on the company VCBO that will help write the RFP.

Councilman Cameron stated the VCBO could do the phasing for the Town. They want the master plan for the park with phasing. Cameron continued with the plan, which involves requesting phased maps from architects, with the option to modify based on preferences. A comprehensive list of required services will be compiled and sent out for bids, aiming for responses from two or three architects, including VCBO. For the topsoil aspect, Cameron suggests providing ideas and samples, consulting with a landscape contractor, and specifying details in the RFP, emphasizing manual gauging and contour following. Additionally, professional assistance is sought for grading around the creek, with considerations for contours and potential delays until the land is more stable.

Councilman Panek said Cedar Fort asked for Fairfield to join them and work together for snow removal, with our Snowplow. The Town Council did not feel this would work.

Agenda Item # 10 - Adjourn The Town Council Work Session Meeting

Councilman Thomas motioned to adjourn the meeting. Councilman Panek seconded the motion. The motion passed unanimously.

The meeting adjourned at 8:24 p.m.

February 8, 2024

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Town Recorder