

**Unapproved Meeting Minutes**  
Fairfield Town Council  
Public Hearing / Special Session  
June 26, 2024

**Date: Tuesday, June 26, 2024**

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

**Time: 6:00 P.M.**

**Minutes By: Stephanie Shelley**

**Public Hearing**

Agenda Item #1 -Open The Town Council Public Hearing, Roll Call, Prayer / Pledge Of Allegiance  
Mayor McKnney called the Town Council Public Hearing to order at 7:01 p.m.

Richard Prayer

Town Council Members Present: Mayor Hollie Mckinney, RI Panek, Tyler Thomas, Richard Cameron,  
Michael Weber

Staff Present:

Stephanie Shelley- Recorder

Others Present: Tal Adair, Vern Carson, Chans Carson, Aliana Pringle, Mark Pringle, Julie Clover

Others Present Via Zoom:

Mike, Todd Sheeran (Lawyer), Samsung, Hansen, Heather

**Agenda Item #2 - Ordinance #2024-08, an ordinance adopting a compensation schedule for elected and appointed town officials and town employees, includes exhibit A (2-minute limit per person)**

Vern Carson raised concerns about Fairfield's expenses, noting a total nearing \$190,000, which equates to over \$1,000 per resident, including dogs. He referred to recent discussions on pay schedules and emphasized the cemetery board's inclusion in these financial considerations. Vern suggested relieving the cemetery board of direct oversight by the mayor and town council, proposing autonomy with a set budget and without compensation. He expressed his role as a volunteer, distancing himself from being a town employee and seeking to save costs for Fairfield residents.

Chans Carson echoed Vern's sentiments, affirming his volunteer status and emphasizing his commitment to helping others without wanting the obligations of a town employee. He supported paying the sexton for their extensive duties but reiterated his stance on volunteering and not seeking additional responsibilities.

Alina Pringle reiterated her appreciation for the opportunity to communicate via email. She emphasized her view that compensating Planning Commission members based on attendance rather than a lump sum, whether they attend physical meetings or participate virtually, would be more equitable and incentivizing.

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Councilman Weber indicated his initial inclination to support ("aye") based on his role as a town member, emphasizing that monetary considerations do not influence him. He expressed genuine interest in hearing the opinions of others present, acknowledging their viewpoints resonate with his own. Weber then shifted the focus to the Planning Commission and Town Council, querying their perspectives on the matter and how compensation factors into decision-making, emphasizing that the ultimate decision rests with the town and seeking input to inform a comprehensive decision.

Vern Carson, if you decided to run for these positions, you actively sought out the responsibility and should have been informed about what it entails before assuming office. Whether on the Town Council or the Planning Commission, whether elected or appointed, individuals have the choice to decline if they do not wish to serve. Many of us volunteer because we care about our community's well-being, not to become employees. We should be trusted to manage our budgets responsibly and maintain accountability without constant oversight.

Mayor McKinney assured the board that their decision was respected, emphasizing the importance of discussing compensation for the Town Council and Planning Commission roles. Historically, compensation has been inconsistent, with some receiving hourly wages and others receiving monthly salaries. Mayor McKinney undertook a thorough process, including a pay study and consultations with legal and municipal experts, to establish a fair pay structure. The town attorney confirmed the legality of these efforts multiple times. Looking ahead, Mayor McKinney noted that hiring a planner or town administrator would likely require a starting salary of at least \$100,000.

**Agenda Item #3- Close the Public Hearing**

The meeting adjourned at 7:13 p.m.

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**Public Hearing**

**7:13 open**

**Agenda Item # 1- Alpine School District proposed split comment period. (2-minute limit per person)**

Mayor McKinney asked if there were any questions regarding the proposal to participate in the interlocal agreement with the Alpine School District for division. She expressed confidence that our town, particularly the west side, would benefit significantly from this collaboration. Ensuring the welfare of teachers and prioritizing the well-being of children remained paramount concerns for all involved.

Councilman Panek wanted to highlight that if anyone hadn't yet reviewed the feasibility study, particularly its concluding remarks, he would summarize key points. He emphasized that a feasibility study is not infallible and represents forecasts rather than certainties. Quoting from the study, Panek noted that analysts estimate an average cost per household for forming a new district, which could decrease over the next five years. He acknowledged there would be some associated costs but stressed that the benefits discussed in previous meetings outweigh these concerns.

Mayor McKinney, what's interesting about that is that today's numbers don't account for where we'll be two years from now when this change takes effect. They also overlook the significant impact of new businesses coming to the west side. I believe our children will benefit greatly from this.

**Agenda Item # 2- Resolution #2024-10 A Resolution adopting the Fairfield Town budget for fiscal year 2024-2025. (2-minute limit per person)**

No one present had any comments.

**Agenda Item # 3 - Ordinance #2024-07, providing for the compensation of elected and statutory officials. (2-minute limit per person)**

Councilman Panek, I believe the way it was phrased sounded too assertive regarding the oversight of the town council and others. I think it should remain structured as it is: they handle their responsibilities independently, and any proposals or actions needing approval should naturally be brought to us. Micromanagement isn't necessary. They've made significant progress, almost reaching the point where they can purchase land in the coming months, and I commend them for that.

**Agenda Item #4- Adjourn The Town Council Public Hearing**

*Mayor McKinney closed the public hearing.*

The meeting adjourned at 7:17 p.m.

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**Special Session**

**Date: Thursday, June 26, 2024**

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

**Time: 7:00 P.M.**

**Minutes By: Stephanie Shelley**

**Agenda Item #1- Open the Town Council Regular Session.**

Mayor McKinney opened the Town Council Regular Session at 7:18 p.m.

**Agenda Item #2- Roll Call**

Town Council Members Present:

Mayor Hollie Mckinney, RI Panek, Tyler Thomas, Richard Cameron, Michael Weber

Staff Present:

Stephanie Shelley- Recorder, Spencer Van (7:19 talking),

Others Present:

Tal Adair, Julie Clover, Mark & Alina Pringle, Vern Carson, Chan Carson, Joel McKinney

Others Present Via Zoom:

Mike, Todd Sheeran (Lawyer), Samsung

**Agenda Item #3- Discussion and vote to approve Resolution #2024-15 A resolution of Fairfield Town, Utah, Amending the public comment period regarding the creation of a new school district pursuant to Utah Code § 53g-3-301.4**

The council discussed changes made by the legislature regarding the Alpine Call District split, specifically reducing the public comment period from 45 to 30 days. The deadline for the town to act is August 14, 2024, coinciding with the town council's next regular meeting date.

*Councilman Cameron motioned to pass Resolution #2024-15 A resolution of Fairfield Town, Utah, Amending the public comment period regarding the creation of a new school district pursuant to Utah Code § 53g-3-301.4 Councilman Weber seconded the motion. The motion passed unanimously.*

*Mayor McKinney - Yes*

*Councilman Thomas - Yes*

*Councilman Panek - Yes*

*Councilman Cameron - Yes*

*Councilman Weber - Yes*

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**Agenda Item #4- Discuss and approve a motion to extend Richard and Michal Cameron's home-building reservation for one year.**

The council discussed extending Richard and Michelle Cameron's home-building reservation by a year. Since the reservation for a building permit did not specify an expiration date, the council decided it could be extended without further policy updates.

COuncilman Panek motioned to approve the extension of Richard and Michelle Cameron's home-building reservation for 1 year. Councilman Thomas seconded the motion. The motion passed with 4 yes and 1 abstained.

*Mayor McKinney - Yes*

*Councilman Thomas - Yes*

*Councilman Panek - Yes*

*Councilman Cameron - abstained*

*Councilman Weber - Yes*

**Agenda Item #5 - Discussion on the Town dumpster and motion to approve the service provider**

The council discussed changing service providers for the town dumpster due to high costs and irregular billing from the current provider. A new local service provider offered a more cost-effective solution and better service terms.

The Council agreed on the yellow dumpster from Hape Properties. Let's relocate it and then bill the individual responsible for the damage.

**Agenda Item #6 - Motion to approve the new Town line logo.**

There was a discussion about adopting a new town logo. Several logo designs were considered, with suggestions to send the designs out for public voting to select one.

**Agenda Item #7 - Discussion on the Towns ordinances.**

Todd Sheeran said it's challenging to stay updated with changes, especially in larger cities, let alone smaller municipalities, due to limited resources. As a result, we often overlook necessary updates and fixes, like in this case where only two areas needed attention.

Mayor McKinney stated that the Issues are widespread throughout the code book. We're actively addressing them, but it will take some time to resolve them completely.

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**Agenda Item #8 - Discussion and vote to approve Resolution #2024-16 A Resolution Of The Town Council of Fairfield Town, Utah, Providing Notice Of A Pending Ordinance to Amend Fairfield Town Code Sections 5.3 (Soil Ordinance), 10.15 (Subdivisions), 6.3 (Road Classifications and General Standards), 10.11.260 (Airpark Zone), and 10.11.275 (Airpark Overlay).**

A resolution to address several immediate issues in town ordinances, including road widths, soil testing for developments, and the airpark overlay zone, was discussed. This resolution allows necessary immediate updates pending ordinance amendments.

Mark Pringle, the overlay zone operates as a distinct process. When implementing it, the town follows Utah Code Title 72, Chapter 10, the Aeronautics Act, specifically Part Four, which pertains to zoning regulations under Section 403 concerning airport use. If you have any questions about this, we're available to assist and collaborate with you.

*Councilman Thomas motion to approve Resolution #2024-16 A Resolution Of The Town Council of Fairfield Town, Utah, Providing Notice Of A Pending Ordinance to Amend Fairfield Town Code Sections 5.3 (Soil Ordinance), 10.15 (Subdivisions), 6.3 (Road Classifications and General Standards), 10.11.260 (Airpark Zone), and 10.11.275 (Airpark Overlay). Councilman Panek seconded the motion. The motion passed unanimously.*

*Mayor McKinney - Yes*

*Councilman Thomas - Yes*

*Councilman Panek - Yes*

*Councilman Cameron - Yes*

*Councilman Weber - Yes*

**Agenda Item #9 - Vote to approve Resolution #2024-10, a resolution adopting the Fairfield Town budget for fiscal year 2024-2025.**

*Councilman Thomas motioned to approve Resolution #2024-10, a resolution adopting the Fairfield Town budget for fiscal year 2024-2025. Councilman Weber seconded the motion. The motion passes unanimously.*

*Mayor McKinney - Yes*

*Councilman Thomas - Yes*

*Councilman Panek - Yes*

*Councilman Cameron - Yes*

*Councilman Weber - Yes*

**Agenda Item #10 - Vote to approve Ordinance #2024-07, providing for the compensation of elected and statutory officials.**

Councilman Thomas thanked those for addressing their concerns. We've had intermittent discussions about it for some time now. In our last meeting, we heard from the first person who spoke out against it, and now we've had additional individuals express their concerns. As representatives of the town, we've

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had very few comments overall, but those who have spoken out have raised valid issues. Specifically regarding the concern that Mayor McKinney cannot be her own boss and the salary allocation for the position. Mayor McKinney's previous pay was \$30 per hour at 30 hours a week. This was the hourly rate given to her by the previous Mayor, Brad Gurney. Given these changes in your title, what limitations do you foresee?

Mayor McKinney, I've actually had several follow-ups since our meeting last week. Everyone who attended that meeting reached out to express their support. Additionally, Jan Lawrence emailed to show her support, and KC Morris texted me last night saying he was in favor as well. In total, I've received responses from about five people, all supporting the proposal.

I verified the pay schedule with Spencer from MAG and also discussed it with the state auditor. I don't want to do anything that is against the law. The pay is \$900 a week, which breaks down to about \$22 an hour. If, eventually, I do not serve as the town administrator, that wage would go to whoever the town administrator is, not the mayor, which is why these are separate positions and broken down in our budget.

Councilman Thomas asked regarding who your boss is; as the town administrator, you work for the council, and they have the authority to remove you from that position as per our ordinances. Mayor McKinney said that is correct. This separation is crucial to avoid conflicts and concerns about responsibilities tied to the elected position of mayor versus those of a town administrator.

For example, daily tasks such as attending 911 emergency meetings, MAG meetings, or MPO meetings are typically handled by town managers, though mayors sometimes attend. Most mayors don't manage building permits or rewrite ordinances—a town administrator usually handles these.

Our projected budget includes 18.25% for everyone's salaries, including the council, planning commission, and the cemetery board. This clear separation of roles and responsibilities is essential for the efficient operation of our town and for it to be fully transparent.

Todd Sheran explained there's nothing in the code that prevents a mayor from serving in multiple capacities. I've researched this issue with other entities I've worked for, and it's not uncommon for individuals to serve on the council while also being an employee.

Councilman Panek, could you clarify if there is any overlap between the roles of the mayor and the city administrator?

Councilman Werber, this topic has been raised before. To build on that, I believe the main concern is understanding the responsibilities that come with the elected position of mayor and the associated compensation. Additionally, there's worry about potential overlap or confusion between roles, which seems to be causing concern.

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That's why we broke it down so everyone can clearly see each person's payment. Additionally, pulling up the job descriptions would provide more clarity and help define responsibilities better.

Councilman Weber stated that clarity on an hourly wage would be beneficial for me. Separating out job descriptions can provide more transparency, which would help both me and the council. We're not suggesting micromanagement, but having a monthly accounting of what has been done for each position would be beneficial. It would help the council and the town see the progress.

Mayor McKinney stated that is why she put the whiteboard up in the office: to show the work that's been completed. Ordinances, for example, take hours to complete and involve conversations and research. These ordinances don't just appear out of nowhere.

The town is proposing more money to spend, but it's not a knee-jerk reaction. We've been paying the treasurer and mayor, and Brad was paid for multiple roles, including mayor, administrator, and building department.

Looking at raw numbers without context can be misleading. Transparency about spending is crucial. We're trying to manage the budget responsibly, but it takes time to adjust. Last year, we were close to \$100,000 in administration fees. It's challenging for everyone to accept.

Mayor McKinney spoke to the State Auditor and discussed correctly breaking down the payments. The current reports from last year don't provide enough detail. We need to include job titles and responsibilities so anyone can see how the budget is allocated. This level of detail will improve transparency and accountability.

Stephanie Shelley spoke to the State Auditor again yesterday, discussing in detail how we've broken down the payments correctly.

Mayor McKinney stated if you look at our budget, it's all laid out clearly. I've included a line item for each of our payments because I want to be transparent. This is the town's money, and nothing should be hidden. I had Stephanie print up my call log from last week, and I would appreciate it if you could review it. It's honestly overwhelming. There are only five non-town-related calls on there. Even on weekends, while camping, I was answering emails as soon as I got phone service.

We're about to experience growing pains we never anticipated. The reality is I'm doing everything I can to stay ahead of any issues because I love this town and want to maintain its character. However, I can't work these hours without compensation. We either need to address this or hire a town manager.

The town won't remain the same as we handle every aspect of its growth. One of the major challenges will be financial. We'll have to grow to cover the costs of growth, and that's a tough cycle. Our current budget is small compared to what we'll face in the future.



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It's a positive thing that we've kept wages under 20%. Everyone here understands this because we've all served as volunteers. I've been volunteering for a long time. Even when we met with the representative from Saratoga Springs, we unexpectedly, in the middle of the day, went through an interview process to see what other cities were doing.

Councilman Panek said I'm not trying to justify a raise, but I'm fine with the current payment. The money isn't the driving factor for me, but this role does impact my daily job. Driving the snowplow, for example, pays \$20 an hour, which isn't significant. It's not about the money but about balancing this role with other responsibilities.

Mayor McKinney said, "All of you also take time away from your families and jobs to serve the town. It's a tough but necessary commitment."

*Councilman Thomas motioned to approve Ordinance #2024-07, providing for the compensation of elected and statutory officials. Councilman Cameron seconded the motion. The motion passed with 4 yes and 1 no.*

*Mayor McKinney - Yes  
Councilman Thomas - Yes  
Councilman Panek - Yes  
Councilman Cameron - No  
Councilman Weber - Yes*

**Agenda Item #11 - Vote to approve Ordinance #2024-08, an ordinance adopting a compensation schedule for elected and appointed town officials and town employees including exhibit A.**

This was also discussed in agenda item #10. This ordinance sets the compensation for elected and appointed town officials and employees, and it includes an exhibit detailing individual salaries.

*Councilman Thomas motioned to approve Ordinance #2024-08, an ordinance adopting a compensation schedule for elected and appointed town officials and town employees, including exhibit A. Councilman Cameron seconded the motion. The motion passed with 4 yes and 1 no.*

*Mayor McKinney - Yes  
Councilman Thomas - Yes  
Councilman Panek - Yes  
Councilman Cameron - No  
Councilman Weber - Yes*

**Agenda Item #12 - Mayor's recommendation and motion to approve the new Planning Commissioner.**

There was a discussion about appointing Kyler Fisher as the new Planning Commissioner. There was also debate on the rationale behind the rejection of another candidate, Brad Gurney. Mayor McKinney

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did state that Brad Gurney did not get along with her or Stephanie Shelley. The Council went into a closed session to discuss this matter. Town Attorney Todd Sheeran will be included in the Closed Session.

*Councilman Thomas motioned we close this meeting and open a closed meeting to discuss the professional competence of those who apply for planning and zoning. Councilman Panek seconded the motion. The motion passed unanimously.*

*Mayor McKinney - Yes*  
*Councilman Thomas - Yes*  
*Councilman Panek - Yes*  
*Councilman Cameron -Yes*  
*Councilman Weber - Yes*

The meeting was closed at 8:08 pm.

Mayor McKinney re-opened the special session at 8:40 pm.

*Mayor McKinney recommended to the Town Council that Kyler Fisher have the open position on the Planning Commission.*

*Councilman Thomas motioned that we approve Kyler Fisher as a new planning commissioner. Councilman Panek seconded the motion. The motion was passed unanimously.*

*Mayor McKinney - Yes*  
*Councilman Thomas - Yes*  
*Councilman Panek - Yes*  
*Councilman Cameron -Yes*  
*Councilman Weber - Yes*

**Agenda Item #13 - Discussion On Old and New Business.**

Mayor McKinney let the Council know that Josh Wagstaff had asked to have a work session with them and Oakerwood Ranch. They own 1350 acres in Fairfield, which is along the north and east sides. The Council would like to have a meeting with just them, and nothing else is on the agenda. Todd had spoken with their team that day and was not given much information. The Mayor would like to have the full Council present for that meeting. The date for the meeting will be determined at another time. The Council will be informed of that date.

Councilman Thomas would like to start the process by having a general model of Fairfield for all the water lines and possibilities of wells.

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Councilman Thomas and Councilman Panek will wait to hear back from Kent Withers regarding redlines for the Cedar Valley Industrial Park. Mayor McKinney stated that Sunrise does have another department that could inspect this kind of development. The Council would prefer having Sunrise do them since they work full-time and would not be able to drop them off and take care of them.

Councilman Panek would like to have Todd look into the road development that would impact Fairfield on Manning Canyon Road.

Mayor McKinney stated that Comcast wants to come in and discuss their plans. The Council also needs to decide what to do with Brett and Silverlake.

Councilman Cameron is still waiting on the grading plan. The fence is being installed. He is going to rent a boom lift to cut down the tree.

**Agenda Item #14 - Adjourn The Town Council Session**

*Councilman Thomas moved to adjourn the meeting, which Councilman Weber seconded. The motion passed unanimously.*

The meeting adjourned at 9 p.m.

**July 8, 2024**

*Stephanie Shelley*

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Minutes Approval Date

Stephanie Shelley Town Recorder