

**Approved Meeting Minutes**  
Fairfield Town Council  
Public Hearing/Regular Meeting  
May 21, 2025

**Regular Meeting**

**Date: Wednesday, May 21, 2025**

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

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

**Minutes By: Stephanie Shelley**

**Call to Order**

**1) Roll Call**

Town Council Members Present:

Mayor Hollie McKinney, RI Panek, Tyler Thomas (Via-Zoom) in-person (8:02 pm), Michael Weber

Excused:

Richard Cameron

Staff Present:

Stephanie Shelley- Recorder, Codi Butterfield - Treasurer (Via-Zoom), Todd Sheeran - Attorney (Via-Zoom), Sgt Garret Dutson.

Others Present:

Tal Adair, Wayne Taylor, Vern Carson, Vance & Suzanne Baxter, McKay Swainston.

Others Present Via Zoom:

Rochelle Plaizier (Bowen Collins), Shaun Hill (GSBS), Mckay, Hansen, Codi's Iphone.

**2) Prayer / Pledge Of Allegiance**

Tal Adair offered the prayer. The Pledge of Allegiance was recited.

**Reports**

**1) Sheriff's Department Update.**

Sergeant Garrett Duston reported on calls for the month of April, including seven public-generated calls and seventeen officer-generated activities. A significant incident Involving human waste spills from trucks on SR 73 was discussed. The deputy mentioned they had contacted health departments and relevant authorities about the issue. Council Members expressed concern about the safety and hygiene implications of transporting human waste in open trucks.

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| Fairfield - CAD Stats - April 2025 |           |                         |          |
|------------------------------------|-----------|-------------------------|----------|
|                                    |           |                         |          |
|                                    |           |                         |          |
| <b>Officer Generated</b>           |           | <b>Public Generated</b> |          |
| CITIZEN CONTACT                    | 1         | ACCIDENT PD             | 1        |
| EXTRA PATROL                       | 7         | ANIMAL COMP             | 1        |
| FRAUD                              | 1         | ANIMAL INJURY           | 1        |
| TRAFFIC STOP                       | 8         | ASSIST MOTORIST         | 1        |
| <b>Grand Total</b>                 | <b>17</b> | CRIM MISCHIEF           | 1        |
|                                    |           | FIRE COMM               | 1        |
|                                    |           | VIN INSPECT             | 1        |
|                                    |           | <b>Grand Total</b>      | <b>7</b> |

## 2) Planning Commission Update.

Commissioner Wayne Taylor provided an extensive update on the recent planning commission meeting, highlighting several key issues and public concerns. The meeting commenced with a general plan overview delivered by Shawn Hill (GSBS), who is expected to present a similar update to the town council. Concerns from a citizen were noted, especially regarding collaboration with the Inland Port Authority and perceived contradictions in the town's general plan. The concerned citizen felt the plan promoted growth inconsistent with maintaining Fairfield's small-town feel and highlighted the high cost of development, using Lehi City as an example of overdevelopment.

The representative from the airpark suggested revisions to accurately represent the airpark, address publicly funded misconceptions, and proposed realignments of roads conflicting with the airport. Another citizen supported these comments, emphasizing the potential role of the airport in the upcoming 2034 Olympics for transportation purposes.

The commission also discussed Ordinance 10.21 concerning signs and amending the special use regulations in Title 10, Chapter 16, although no public comments were received for these topics.

In the discussion about the culinary water master plan, Rochelle Plaizer, present at the meeting, clarified that the airpark was included, though not named explicitly. One citizen questioned the growth rate projections and raised concerns regarding the chlorination system's updates and advocated for maintaining the small-town essence of Fairfield. Another resident expressed opposition, emphasizing the importance of considering the airport's role in future infrastructure planning.

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Kent, a transportation advisory member, was thankful for Rochelle's detailed overview and stressed the importance of planning ahead for growth, explaining that while planning isn't an endorsement of growth, it prepares the town for inevitable changes.

A nonresident attorney raised concerns about a possible park around the Big Spring property.

Wayne reported on the recommendation for Wade Carson's lot line adjustment, highlighting unanimous support and acknowledgement of the Carson family's cooperation on road frontage along Lehi Fairfield Road.

The commission also reviewed a separate proposal by McKay Swainston concerning a road vacation. Commission discussions touched on the Christiansen family's wish to vacate the north-south road involved, agreeing to a property exchange to benefit road alignments.

During the general proceedings, discussions about the Hansen property were raised to ensure commissioners' awareness, although it wasn't formally addressed in the meeting.

The Planning Commissioners agreed to postpone adoption of the general plan to allow for additional review.

Wayne also emphasized the importance of updating and adopting all relevant ordinances to ensure consistency and compliance. Additionally, the culinary water master plan and the sewer plan were advanced to the Town Council for formal approval.

**3) Discuss the General Plan with Shawn Hill from GSBS.**

Shawn Hill presented an update on the general plan process. He outlined the timeline of the plan's development and recent changes made based on feedback. Key updates included removing references to public access at Fairfield Spring, clarifying requirements for fruit trees, and coordinating with UDOT and MAG on the future road system. The council discussed potential road alignments and connections, particularly concerning the proposed expressway and its impact on local traffic.

**4) Discuss the Water and Sewer master plans with Rochelle Plaizer from Bowen Collins.**

Rochelle Plaizer presented updates to the water master plan, starting with a recap of the initial draft presented by Eric Neil. This draft outlined the existing water system, projected water demands based on anticipated growth, and assessed current and future storage needs. Subsequently, capital projects were recommended to address these needs. Based on the

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commissioner's input, Rochelle made adjustments to the water plan by refining the water demand and storage projections due to discrepancies noted with Firefly's water use estimates. The proposed capital projects were updated accordingly, which included a plan to mitigate existing fire hydrant deficiencies by adding a pipe extension and a booster station along Highway 73 for emergency high-demand situations.

Rochelle then transitioned to the sewer master plan, which was initially absent from previous council presentations. She highlighted the long-term goals for collecting and treating wastewater, focusing on comparison metrics for various treatment methods and aligning future collection systems. Comparisons were made between building a new treatment facility within Fairfield and contracting with Eagle Mountain for sewage treatment. Rochelle noted that an agreement with Eagle Mountain was deemed most viable, with initial conversations confirming their openness to discussing agreement terms. Furthermore, three collection system alternatives were evaluated; the second alternative, which directly routes flows east to Eagle Mountain, was recommended. The suggested timeline for these projects remains tied to development pressures, emphasizing the developer-driven nature of these infrastructure expansions.

Throughout, Rochelle ensured the council that both the water and sewer plans aim to cope with projected growth responsibly while preserving Fairfield's character.

**5) Update from Tal Adair from Fairfield Industrial Park.**

Tal Adair provided an update on the Fairfield Industrial Park project. He discussed challenges with Rocky Mountain Power and potential alternatives for power generation. Adair mentioned ongoing work on the development agreement and plans to present it to the Planning Commission. He also discussed the possibility of starting earthwork before the final development agreement is approved.

**General Public Comment (2-minute limit per person): Comments are for any matter not on the agenda and not related to a pending land use application.**

As a resident, Wayne Taylor thanked the council for their service and emphasized the importance of asking thorough questions to avoid future problems. He encouraged collaboration between the council and the planning commission to benefit the town.

**Consent Items**

*The Council may approve these items without discussion or public comment and may remove an item to the Business Items for discussion and consideration.*

- 1) Approval of Minutes: April 2, 2025.**
- 2) Approval of Financials: March 31, 2025**

*Councilman Panek motioned to approve the consent items, numbers one and two. Councilman Thomas seconded the motion.*

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

*The motion passed unanimously.*

**Public Hearing Items**

- 1) Discussion, public hearing, and decision on Resolution #R2025-06 - A Resolution Adopting the Tentative Budget for Fairfield Town for the fiscal year 2025-2026; setting a date, time, and place for a public hearing and adoption of the fiscal year 2025-2026 budget; and ordering that notice of the public hearing be published at least seven days in advance.**

***Presented by Codi Butterfield.***

Codi Butterfield reported on the tentative budget. She informed the council that on May 14, \$180,000 was transferred from the general account into the investment account. Codi provided documents reflecting the transfer.

Highlighted significant changes in the budget included several key allocations:

1. Cemetery Improvements: Allocated \$100,000 for potential upgrades, such as a wrought iron fence. Historical preservation limits some enhancements, like sprinklers. The council discussed the expense, considering the board and the historical society's input.
2. Code Enforcement: \$8,100 set for a code enforcement officer. The initial candidate declined due to personal issues.
3. Road Maintenance: Increased road maintenance budget. RL mentioned nearly \$60,000 in signed contracts and an additional \$15,000 for mag chloride. This budget covers fire hydrant safety and repairs on Allen's Ranch Road.
4. Water System Repairs: \$280,000 designated for a northside waterline loop to improve fire safety, exclusive of easement costs. Bowen Collins is suggested for managing the RFP process.

No one present or online had any public comment.

The council debated the merits of these expenditures and decided to keep the allocations in the budget with the understanding that they can be amended later if needed.

**Business Items**

*The Council will discuss (without public comment) and may approve the following items:*

- 1) Waterline loop on the north side of town, and an RFP to proceed**

The council discussed moving forward with the waterline loop project and having Bowen Collins draft and facilitate the RFP process.

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**2) McKay Swainston's discussion about vacating a public road. West of the 220 North and 200 East intersection.**

McKay Swainston presented a proposal to vacate a portion of a public road in exchange for realigning an intersection. The council viewed the plan favorably and agreed to schedule a public hearing for the next month to proceed with the vacation process.

**3) RFP for the park property, phase 1**

The council agreed to allow Councilman Cameron to send out the RFP for the park property. For Phase 1, upon his return home, where he will facilitate the process.

**4) Carson lot line adjustment**

Wayne Taylor explained the Carson lot line adjustment, which involved moving property lines and cleaning up discrepancies. The council reviewed the changes and found no issues with the lot line adjustment.

**Resolution/Ordinances**

**1) Ordinance #2025-03 An Ordinance of the Fairfield Town Council of the Town of Fairfield, Utah, Amending Chapter 10.21. Signs.**

*Councilman Weber motioned to approve Ordinance #2025-03, An Ordinance of the Fairfield Town Council of the Town of Fairfield, Utah, Amending Chapter 10.21. Signs. Councilman Thomas seconded the motion.*

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

*The motion passed unanimously.*

**2) Ordinance #2025-04 An Ordinance Of The Town Council Of The Town Of Fairfield, Utah, Adopting The Utah State Construction Codes, The International Fire Code, And Designating Enforcement Officials.**

*Councilman Weber motioned to approve Ordinance #2025-04, An Ordinance Of The Town Council Of The Town Of Fairfield, Utah, Adopting The Utah State Construction Codes, The International Fire Code, And Designating Enforcement Officials. Councilman Thomas seconded the motion.*

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

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*Councilman Cameron - Absent*

*The motion passed unanimously.*

3) **Ordinance #2025-05 An Ordinance Of Fairfield Town, Utah, Adopting the Fairfield Town Master Sewer Plan.**

*Councilman Weber motioned to approve Ordinance #2025-05, An Ordinance Of Fairfield Town, Utah, Adopting the Fairfield Town Master Sewer Plan. Councilman Thomas seconded the motion.*

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

*The motion passed unanimously.*

4) **Ordinance #2025-06 An Ordinance Of Fairfield Town, Utah, Adopting Master Water Plan.**

*Councilman Weber motioned to approve Ordinance #2025-06, An Ordinance Of Fairfield Town, Utah, Adopting Master Water Plan. Councilman Thomas seconded the motion.*

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

*The motion passed unanimously.*

5) **Resolution #2025-06 Resolution Adopting the Tentative Budget for Fairfield Town for the fiscal year 2025-2026; setting a date, time, and place for a public hearing and adoption of the fiscal year 2025-2026 budget; and ordering that notice of the public hearing be published at least seven days in advance.**

*Councilman Weber motioned to approve Resolution #2025-06 Resolution Adopting the Tentative Budget for Fairfield Town for the fiscal year 2025-2026; setting a date June 18, 2025, time 7:00 pm, and place Town Hall for a public hearing and adoption of the fiscal year 2025-2026 budget; and ordering that notice of the public hearing be published at least seven days in advance. Councilman Thomas seconded the motion.*

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

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*Councilman Weber - Yes*

*Councilman Cameron - Absent*

*The motion passed unanimously.*

**Closed Session**

*Possible motion to enter into closed session for the purchase, exchange, or lease of property; pending or reasonably imminent litigation; the character, professional competence, or the physical or mental health of an individual; or the deployment of security personnel, devices, or systems.*

*Councilman Weber motioned to temporarily recess the council meeting to go into a closed meeting for the following purposes: Strategy sessions to discuss pending or reasonably imminent litigation, as well as discussion of the character, professional competence, or physical or mental health of an individual. Councilman Thomas seconded. The motion passed unanimously.*

*Mayor McKinney - Yes*

*Councilman Thomas - Yes*

*Councilman Panek - Yes*

*Councilman Weber - Yes*

*Councilman Cameron - Absent*

*The motion passed unanimously.*

**The Council entered the closed session at 8:40 PM.**

**Mayor McKinney made a motion to reopen the meeting at 9:38 pm.**

Councilman Panek brought up ongoing concerns about drivers not respecting the speed limit in town. The council explored various options to help manage speeding and agreed to investigate the potential cost of adding a road dip to help slow traffic.

The conversation emphasized that public safety should come before cost considerations. Council members discussed whether multiple installations might be necessary and mentioned that areas near bus stops could help justify implementing traffic-calming solutions. They also acknowledged that with ongoing construction and an increase in visitors from Eagle Mountain, the town needs to be proactive about road safety.

Councilman Thomas expressed some concern about how residents might feel regarding Fairfield's growth, especially since many want to preserve its small-town character. While the council recognized those sentiments, they stressed that growth is inevitable. Trying to freeze Fairfield in time wasn't seen as a realistic or sustainable goal. They emphasized that property owners have rights that must be honored.



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Rather than resisting change, the council agreed it's more productive to guide development in a way that reflects the community's values. They highlighted the importance of keeping Fairfield's character intact while planning responsibly for the future.

To ensure sound planning, the council agreed that professional staff and outside experts should be involved. They specifically pointed to mistakes made in towns like Lehi as examples that Fairfield should work hard to avoid.

The Mayor noted that Jared Westhoff is actively working on a development agreement, which they see as an essential tool for protecting the town's long-term interests.

In summary, the council reaffirmed the need for a clear, forward-thinking approach to managing growth—one that prioritizes thoughtful planning and the overall well-being of the community.

## **Adjournment**

*Councilman Weber made a motion to adjourn the meeting. Councilman Panek seconded the motion. The motion passed unanimously.*

The meeting adjourned at 9:56 p.m.

**June 5, 2025**

*Stephanie Shelley*

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Minutes Approval Date

Stephanie Shelley, Town Recorder