

Approved Meeting Minutes

Fairfield Town Council

Session

September 24, 2025

Minutes

Date: Wednesday, September 24, 2025

Location: Fairfield Town Office, 121 West 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, RL Panek, Tyler Thomas, Richard Cameron, Michael Weber

Staff Present:

Stephanie Shelley- Recorder

Others Present: Tal Adair, Alina Pringle, Mark Pringle.

Others Present Via Zoom: Amy Walker, iPad, Erin Reid, Cherie Anderson, Jami Mascaro, North Pointe Solid Waste, Codis Iphone.

Business Items

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

1) Approve the Fairfield Industrial Park Development Agreement, approximately located at 400 S Allens Ranch Road.

Mayor McKinney noted that the Council delayed approval of the development agreement to allow the legal team time to address the identified issues.

The Council discussed Resolution R2025-15 approving a development agreement with Fairfield Industrial Park.

Councilman Thomas made a motion to approve the #R2025-15 A Resolution Approving a Development Agreement with Fairfield Industrial Park, approximately located at 400 S Allens Ranch Road. Councilman Cameron 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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2) Approve Fairfield Industrial Park Development Agreement Final Plat approval.

Mayor McKinney explained that this item included all documents reviewed the previous week.

Councilman Thomas motioned to approve the Fairfield Industrial Park Development Agreement Final Plat. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

3) Comcast water impact fee connection and water share requirements.

Mayor McKinney reported that Comcast had agreed to the language provided by the Town regarding their franchise agreement and associated conditions. The agreement was reviewed by Comcast's attorney, who confirmed approval. However, the document had not yet been signed, as Comcast still needed to pay the franchise agreement fee, the water impact fee connection, and meet the water requirement provisions.

The Mayor referenced earlier discussions regarding whether utility providers could proceed without dedicating water shares. Town Attorney Todd Sheeran had advised that an agreement could be recorded against Comcast's property to ensure that, if the property were ever sold or if further development occurred, the new owner would be required to meet the Town's water requirements at that time.

The Council agreed that since Comcast's hub station does not require water usage or landscaping, there was no reason to require dedication of a water share. Instead, an agreement would be recorded allowing Comcast to build without dedicating a water share while paying a reduced water impact fee. They would still be responsible for paying the full road impact fee.

If any additional development occurred on the property in the future, or if ownership of the site changed, the property owner would then be required to dedicate a water share and pay the full water impact fee. The Mayor committed to ensuring that the agreement was executed and recorded prior to issuance of a building permit.

The Council also discussed Comcast's boring plans for Allens Ranch Road. Comcast had proposed a straight-line boring path; however, the Council preferred that the company stay 10 feet off the edge of the road within the established easement and follow the road's curvature.

Mayor McKinney explained that this standard was necessary because boring in a straight line could lead to major expenses for the Town if the road ever needed to be straightened or reconstructed. The Council confirmed that Comcast planned to bore on both sides of the road and should coordinate with adjacent property owners to complete the work appropriately.

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Councilman Thomas motioned to approve not to require that Comcast provide a water right or pay the water impact fee for the location at 342 West 645 South, Fairfield, Utah. This is a hub station that requires no staff or water. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

- 4) **Ordinance # 2025-16. An Ordinance Repealing and Reinstating Fairfield Town Code § 10.11.260. Airpark Zone (renamed Airpark Mixed Use Zone) and Amending Town Code § 10.16. Special Use Regulations, Adding Additional Special Uses.**

Mayor McKinney stated that the Planning Commission meeting had not adequately noticed the date on the agenda, which addressed the Airpark Zone and Overlay ordinances, making it necessary to convene another Planning Commission meeting on Thursday, September 25, 2025, at 7:00 p.m., followed by a Town Council meeting at 7:30 p.m. to continue deliberations.

The Council emphasized the importance of adopting the ordinance by September 29, 2025, in order to meet the required timeline.

The Mayor noted that public comments on this issue would now be accepted in writing only. In response to a question regarding public access to submitted comments, the Mayor clarified that the public comment period had officially concluded, as public hearings had already been held on the matter.

- 5) **Ordinance #2025-17 An Ordinance Repealing and Reinstating Fairfield Town Code § 10.11.275 Airpark Overlay.**

This item was tabled along with item 4 until the following night.

Councilman Weber made a motion to table items 4 and 5 until tomorrow night. Councilman Panek 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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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 go into closed session pending or reasonably imminent litigation. Seconded the motion, Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Adjournment

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

The meeting adjourned

October 15, 2025

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Town Recorder