

Approved Meeting Minutes

Fairfield Town Council

Regular Session

January 21, 2026

Minutes

Date: Wednesday, January 21, 2026

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:

Recorder: Stephanie Shelley, Sergeant Garrett Dutson, Town Attorney: Brad Christopherson
(Via-Zoom) Treasurer: Codi Butterfield (Via-Zoom Codis Iphone)

Others Present: Vern Carson, Jesse Wilson (Enbridge Gas), Wayne Taylor, Joel McKinney, Mark Pringle, Alina Pringle, Brad Gurney

Others Present Via Zoom: Tal Adair, Dustin Hislop, Jenna Draper (UIPA),

2) Prayer / Pledge Of Allegiance

Councilman Cameron offered the prayer. Those present recited the Pledge of Allegiance.

3) Swear in Richard Cameron as Councilmember for the next 4 years.

Stephanie Shelley, Town Recorder, administered the oath of office to Councilman Cameron. She noted that Councilman Panek's oath of office was administered previously.

Reports

1) Discussion and update from Jesse Wilson on the [Franchise Agreement](#) for Enbridge Gas.

Jesse Wilson, Senior Advisor for Municipal and Stakeholder Affairs with Enbridge Gas, provided an update on bringing natural gas service to Fairfield. He reported Enbridge is awaiting final approval from the Public Service Commission, anticipated by mid-March. Mr. Wilson stated that if approval is received in March, they anticipate beginning installation in April, and that the overall process may take approximately one year to fully connect residents.

Mr. Wilson stated that Enbridge's right-of-way team will contact property owners regarding required easements and that engineering is still in progress because the exact route has not yet been finalized. He presented a franchise agreement to Mayor McKinney for review by the Town Attorney.

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Mayor McKinney thanked Mr. Wilson and noted the Council will review the franchise agreement with the Town Attorney and place it on a future agenda for consideration.

Councilman Panek asked about funding certainty. Mr. Wilson explained Enbridge will install service to the meter at no cost to residents under the rural outreach program, while residents are responsible for costs from the meter into the home, including any necessary retrofitting. He stated the program is funded through existing ratepayers and has been successfully implemented in other Utah communities.

Mr. Wilson explained that Enbridge has been working with the Public Service Commission to expand natural gas service into rural and underserved communities. He stated legislation passed in 2021 allowed the program to move forward, and Enbridge has since extended service to communities, including Green River, Goshen, Portage, and South Grand near Stockton.

Mr. Wilson stated that the program focuses on bringing infrastructure to underserved areas, such as Fairfield, and has helped support economic opportunities in other communities by allowing residents to live and work locally.

When asked about the estimated cost of installing the system, Mr. Wilson stated that costs are still being evaluated and a final estimate is not yet available.

2) Presentation and Discussion on the Landscaping Plan for the [Town Park](#).

Mayor McKinney introduced Dustin Hislop (via Zoom) from the Prime Landscape Architect firm to present the Town Park landscaping plan. Mayor McKinney announced the Town's \$400,000 grant funding for reimbursement was approved and expected to be received by the following week to help cover dirt work, arsenic remediation, and the walking path.

Mr. Hislop explained he reviewed the Town's original plan and developed an updated concept designed to allow phased development as funding becomes available. He reviewed the proposed site plan features, including a pavilion area near the irrigation ditch, basketball courts, pickleball courts, trail signage, open grass recreation areas, sports fields, a grass hill area for recreation and viewing, and a playground area with a future pavilion, restroom, and storage building located between the playground and pickleball courts.

Councilman Thomas noted that the field should be for both softball and baseball, as it is currently designed for baseball. Councilman Weber raised concerns about the condition of the existing trees near the pavilion. Councilman Panek asked about potential future access to a town building site through the parking area, which Mr. Hislop confirmed could be accommodated through the northwest corner.

Mayor McKinney stated the Town is awaiting septic system approval from the County, noting the percolation (perk) test has been completed and the Town is waiting for final approval. She also

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stated the Town is awaiting approval from Rocky Mountain Power on the submitted plan to provide electrical service so construction work can continue.

Mayor McKinney reported that she and Treasurer Codi Butterfield met with Lucky Playground Equipment to review playground options. She stated the company was recommended by multiple sources for quality and reliability, and provides full-service installation, including ordering, delivery, assembly, and site work.

Mayor McKinney stated the company discussed ground cover options for the playground, including wood mulch, rubber mulch, and artificial turf. She noted that they recommended artificial turf as a cost-effective long-term option, with an estimated lifespan of approximately 15 years and minimal maintenance required.

Mayor McKinney reported that significant progress had been made on the park due to favorable weather conditions. She stated that work was temporarily halted after concerns arose about concrete being poured in cold temperatures, noting it was approximately 22 degrees at the time. Although the contractor indicated the work would remain under warranty, the Town determined conditions were not consistently warm enough during the day to proceed. Mayor McKinney stated that Councilman Cameron made the decision to suspend work until conditions improve.

The Council expressed general approval of the design and discussed that the second phase of work would include selecting plant materials, creating an irrigation plan, and preparing detailed construction documents.

Brad Gurney discussed creating a historical walking path within the park, including interpretive items and signage that highlight the area's history. Mr. Gurney stated he would prepare a plan outlining the historical elements and estimated his cost at approximately \$2,500.

Mayor McKinney asked Mr. Gurney to provide a detailed invoice outlining the proposed work and associated costs for Council review.

3) Sheriff's Department Update.

Sergeant Garrett Dutson provided Fairfield Town's 2025 law enforcement statistics, reporting 347 total calls for service. He explained that calls for service include all dispatched calls, traffic stops, follow-ups, and deputy-initiated activity.

Of the total calls, 71 required case reports, 40 originated from 911 calls, 217 were deputy-initiated, and 90 were received through non-emergency calls or alarm systems.

Sergeant Dutson also provided a breakdown of call types, including animal complaints, citizen assists, civil/keep-the-peace calls, criminal mischief/disorderly conduct, controlled substance incidents, DUI, traffic accidents, and traffic stops, noting 128 traffic stops were conducted, resulting in 66 citations.

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Sergeant Dutson reported on traffic enforcement efforts along Main Street and stated the recently installed stop sign appears to be improving compliance. He stated he has conducted enforcement at various times of day, including early morning, midday, and evening, to observe traffic patterns.

He reported that during a recent monitoring period from approximately 4:00 p.m. to 6:00 p.m., 70 vehicles were observed, with only one exceeding the speed limit to 33 mph; that driver was issued a warning. He stated that most vehicles were traveling within 25–30 mph and were stopping appropriately at the stop sign.

Sergeant Dutson explained that updated radar equipment allows him to monitor both forward and reverse traffic and to detect whether vehicles are stopping at stop signs based on speed changes. He stated that overall compliance has improved compared to earlier observations when multiple vehicles could be stopped in succession.

Sergeant Dutson stated he plans to continue monitoring traffic at different times, noting that early morning hours tend to show the most violations. He also reported that he is coordinating with representatives from the new data center to ride along and review travel routes with employees. He stated the data center is directing traffic to use Eagle Mountain Boulevard and 1600 West rather than traveling through Fairfield.

Council discussed increasing traffic volumes associated with nearby development and anticipated workforce growth at the data center.

Council also discussed potential future traffic controls near the park, including the possibility of installing a four-way stop. Councilman Panek noted that equipment is available to install additional signage if needed, but expressed concern that additional stop controls could divert traffic into residential areas and create unintended impacts. Council discussed balancing safety, including pedestrian and school-related concerns, with maintaining appropriate traffic flow.

Council indicated they would continue monitoring traffic conditions and enforcement results before implementing additional traffic control measures.

4) Planning Commission Update.

Chairman Taylor reported that the Planning Commission has been working on updates to the landscaping ordinance and anticipates presenting it to the Town Council in the near future with additional provisions included.

Mr. Taylor stated the Planning Commission is also discussing potential uses within the commercial zone and invited Councilmembers to provide input or ideas for consideration.

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Mr. Taylor further reported that the Planning Commission reviewed and approved a letter of support for Mayor McKinney, which passed unanimously. He stated that the Planning Commission wanted to express its alignment with and support for both the Mayor and the Town Council, and that Town decisions are made collaboratively.

5) Update on the Utah Inland Port Authority AIB loan.

Mayor McKinney provided an update on Fairfield's AIB loan request. She explained that following the Utah Inland Port Authority's (UIPA) presentation to the Town Council in November, the request has continued to move forward. Mayor McKinney stated that the initial proposal required Fairfield to provide \$3,000,000 in collateral, which she declined in order to avoid placing the Town in debt.

Mayor McKinney stated she invited members involved in the review process to tour Fairfield, and several individuals visited the Town to observe existing conditions, including along Allen's Ranch Road. She stated the tour helped provide a clearer understanding of the Town's infrastructure needs and the basis for the request.

Mayor McKinney reported that approximately one week later, she was notified that the loan was approved by the AIB committee.

Mayor McKinney further stated she appeared before the Senate appropriations committee and testified regarding the Town's water and infrastructure needs, after which the request was approved and advanced to an additional committee. She stated that during a committee meeting, a member of the public made statements regarding the project, including referring to Fairfield as "Fairview" and expressing concerns that the Town's water resources were being directed toward the data center. Mayor McKinney stated she responded by correcting the information presented and clarifying the Town's position.

Jenna Draper (Utah Inland Port Authority) participated via Zoom and provided an update on the status of the loan. She stated the request is currently in the legislative appropriations process and is expected to move forward during the legislative session. Ms. Draper stated that the funding will reimburse the Town for previously completed infrastructure and support construction of the new well and related water system improvements.

Ms. Draper explained that once approved, a contract will be finalized outlining the funding and established terms, after which the Town will receive the funds. She stated the loan includes a five-year deferral period before repayment begins, allowing time for development to occur and generate revenue. She further stated that if revenue is generated earlier, the Town may choose to begin repayment sooner. Ms. Draper stated she will provide periodic updates and reports regarding the status of the funds and repayment.

Mayor McKinney stated that repayment will be made through captured future property tax revenue generated from new development and will not require payment from existing Town

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funds. She noted the loan includes approximately \$1.6 million related to the Town's well project and stated the Town can move forward with designing the well to ensure a reliable water supply for residents and to support system capacity.

Town Attorney Brad Christopherson asked Ms. Draper to explain the repayment structure. Ms. Draper stated that property tax revenue within the project area has been established at a base level, and existing tax revenue will continue to be distributed to taxing entities. She explained that as development occurs and property values increase, the resulting increase in tax revenue will be captured, with approximately 75% of that increase used to repay the loan. She emphasized that this does not involve increasing tax rates or creating new taxes.

Attorney Christopherson summarized that the approach is intended to support development by reducing the upfront capital required from developers and is conceptually similar to tax increment financing. Ms. Draper confirmed that a "but for" analysis was completed, indicating that without these investments, the developments would not occur, and the Town would be at risk of insufficient water supply without the improvements.

Attorney Christopherson stated that some inaccurate information had circulated regarding the project and noted that the Town is proceeding in compliance with applicable laws. He stated the loan term is approximately 25 years and that the terms are favorable, with an interest rate below 4%. Ms. Draper confirmed the interest rate is below 4%, though she did not recall the exact rate.

Ms. Draper further explained that under traditional development models, initial developers are often responsible for installing infrastructure through agreements that may not fully recover costs over time. She stated this funding structure helps address that issue by supporting infrastructure development while reducing financial burden on both the Town and developers.

Mayor McKinney asked if there were any additional questions. Council indicated they were comfortable with the information presented.

6) Discuss adding Vern Carson as the Public Works Operator.

Mayor McKinney stated she would like to change the title from Public Works Operator to Public Works Consultant, noting that Mr. Carson does not wish to be designated as the Town's operator.

Mayor McKinney explained the purpose of the change is to provide Mr. Carson with a monthly stipend so he can be covered under the Town's liability insurance while performing work on behalf of Fairfield. She stated this would include activities such as blue staking, assisting with well protests, and other tasks such as cemetery-related work.

Mayor McKinney stated that formalizing this role would allow Mr. Carson to act on behalf of the Town in technical matters, including reviewing and protesting wells that may impact Fairfield, rather than requiring staff to interpret and act on that information.

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Council discussed the proposal and expressed support, noting that Mr. Carson is already assisting with blue staking and that providing liability coverage is an important consideration.

Mayor McKinney stated that implementation of the stipend will require a budget amendment and cannot take effect until the budget is formally amended. Council expressed appreciation to Mr. Carson for his continued assistance to the Town.

7) Reports and updates from the Mayor and the Town Attorney.

Mayor Hollie McKinney provided several reports and updates on behalf of the Mayor's office and the Town Attorney.

Waterline Drawing – Looping Properties North of Strong's and Bradshaw's

Mayor McKinney reported she had received a waterline drawing earlier that day from Eric Neil showing a proposed loop connecting two properties north of Strong's and Bradshaw's. She explained the project would connect the waterline in front of the Strong property and extend it toward the Bradshaw property.

Mayor McKinney stated there were still questions regarding existing connections and infrastructure on the Bradshaw property, particularly where the line should connect on the east side. She asked if anyone knew what infrastructure existed at the end of the Bradshaw property so that the contractor could determine the proper connection point.

Councilman Thomas stated he believed he knew who installed the line and could help identify the connection point. He stated he believed Bradshaw hired Shawn Strong to install part of the line and noted there had previously been an issue involving an unmetered two-inch service that had been discovered.

Mayor McKinney explained that Strong's installed the line to the corner of the Bradshaw property but did not extend it to the east corner. She stated the Town needs to determine the correct connection points so Eric Neil can properly design the connection.

Additional discussion indicated that existing water infrastructure extends north to the second lot, with hydrants visible along the route, and that the remaining issue appeared to be obtaining the final easement needed to complete the connection.

Mayor McKinney asked when the Council would like to move forward with bidding the project. Councilman Thomas stated he had not yet had an opportunity to review the drawing since it was received that day.

Mayor McKinney stated the Town must first obtain the necessary easements before putting the project out for bid. Council expressed support for moving forward with obtaining the required

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easements. Mayor McKinney stated Kent would prepare the easement documents, and the Town would determine which property owners must be contacted.

Mayor McKinney noted that Strong's controls the property between Strong's and Bradshaw's, but an easement may need to be obtained on the north side. She also stated the Town believes an easement already exists on the Bradshaw property but must verify that it is correct. Councilman Thomas stated the Bradshaw easement should be a 20-foot easement running the full east-to-west length of the property.

Council expressed support for verifying and obtaining the necessary easements so the project can move forward.

Possible Sewer Funding / Sewer Plan Amendment

Mayor McKinney reported that Michael Grange with the State of Utah contacted her and Treasurer Codi Butterfield shortly after the holidays regarding possible funding for sewer infrastructure.

Mayor McKinney explained that Firefly Development has discussed constructing sewer lagoons and potentially relocating them, including the possibility of purchasing property near the church property on the east side. She stated this concept is not currently included in the Town's sewer master plan, but the Town could request an amendment to the plan if funding opportunities become available.

Mayor McKinney asked if the Council was opposed to exploring the possibility of amending the sewer plan and pursuing potential funding. Council expressed support for exploring the option.

Town Attorney Brad Christopherson explained general sewer lagoon operations, noting that lagoons operate through multiple stages of decomposition and have limited capacity. Once a lagoon reaches capacity, it must be drained, cleaned, dried, and disposed of in a landfill. He stated lagoons typically require surrounding land where later-stage treated water can be used for irrigation purposes.

Mayor McKinney stated she had spoken with Jared from Firefly Development, who indicated interest in constructing lagoons and potentially using treated water for irrigation, including for agricultural uses such as alfalfa. She stated Firefly is also considering purchasing additional land farther south in the "sinks" area, as lagoons typically need to be located in lower areas to allow wastewater to flow downhill. She further stated Firefly has an engineer working on a plan to determine how the proposal could function in that area.

Councilman Weber commented that some residents in Midway have expressed concerns about sewer lagoons due to odor when material is spread.

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Attorney Christopherson noted that in another community where he provides legal services, sewer lagoons are located a significant distance from residences, and the cleaning process involves pumping material into drying bags that allow moisture to escape while minimizing impacts.

Possible State Funding – Leftover COVID Funds (Well Drilling)

Mayor McKinney reported she is monitoring potential funding that may become available through the State from remaining COVID relief funds that must be spent before the end of the year. She stated the Town may be able to apply for funding to assist with drilling the Town's well if the funds remain available.

Transportation Funding – Highway 73 / Allen's Ranch Road Intersection

Mayor McKinney reported she spoke with Bob Allen regarding a technical meeting where transportation projects can be presented for funding consideration. She stated she discussed the possibility of obtaining assistance for improvements at the Highway 73 and Allen's Ranch Road intersection. Mayor McKinney noted that UDOT drawings for the intersection have been available for over a year and that she is preparing an application for funding, which must be submitted by February 2.

Highway 73 Bottleneck Safety Concern – Letter to UDOT and MAG

Mayor McKinney reported she wrote a letter expressing concerns about the section of Highway 73 that narrows between Ranches Parkway and Airport Road, creating a traffic bottleneck and safety concern.

Mayor McKinney stated she had the letter signed by Wyatt and also obtained a letter of support from Mayor Gray. She delivered the letter to the CEO of UDOT, officials with the Mountainland Association of Governments (MAG), and the regional UDOT representative.

Mayor McKinney stated Bob Allen later informed her that the letter had received attention and that discussions were taking place regarding possible funding and solutions for the issue.

Mayor McKinney also stated she had been informed that funding may be approved to extend Mountain View Corridor to Ranches Parkway, although she had not yet heard an official announcement. She stated there is not yet a plan to extend it farther east and that discussions were taking place regarding whether additional improvements could be included. Mayor McKinney further stated Highway 73 narrows from a seven-lane intersection to a two-lane highway serving approximately 85,000 people, which she described as a significant safety concern.

Town Attorney Update – Airpark Zone Overlay Ordinance

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Town Attorney Brad Christopherson provided an update on the ordinance relating to the airport zone and a potential overlay.

Attorney Christopherson stated the ordinance is expected to be presented to the Planning Commission in February, and an additional Planning Commission meeting may be needed to meet the deadline due to the complexity of the issue.

He stated the ordinance is anticipated to come before the Town Council on March 18 and that the Town should meet the required deadline, which falls near the end of March. Attorney Christopherson stated he expects to present several options and will provide recommendations from the Town Attorney's office.

Budget Amendment Reminder

Mayor McKinney reminded the Council that the Town will need to amend the budget. She asked Councilmembers to review the current budget and consider any items that may need to be added before the end of the fiscal year on June 30.

8) Update on Comcast.

Mayor McKinney reported that Comcast has begun connecting residents to service. She stated that while some installations are more complex due to existing infrastructure, work is progressing, and additional connections are expected as infrastructure improvements continue, including coordination with Rocky Mountain Power.

Mayor McKinney asked if there had been any recent communication with Brett regarding his internet service. Councilmembers indicated they had not had recent contact.

A Councilmember noted that approximately \$35,000 had previously been approved to support the local internet system, but stated there had been little visible progress since that time, with infrastructure still incomplete.

A member of the public (Brad Gurney) provided an update based on direct communication with Brett Mansfield. He stated that as additional residents begin connecting to new internet providers, Brett's system may no longer be financially sustainable. He reported that Brett is considering selling or transferring ownership of the tower to another provider or exiting the business entirely, possibly by mid-year.

Brad Gurney further explained that larger companies, including Comcast and other providers, have secured major contracts in the area, making it difficult for smaller providers to compete. He stated that as customers transition to larger providers, the existing system may no longer generate sufficient revenue to operate.

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Brad also noted that some infrastructure associated with the system, including a power line connection, remains on private property and has not been fully buried due to uncertainty about the system's future.

Council acknowledged the update and the challenges associated with increased competition from larger providers.

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.

A Alina Pringle thanked the Council for their time and service, stating she recognizes the work is difficult and that she appreciates their efforts. She acknowledged that the relationship between the airpark and the Town has become "severely down," but expressed that she believes there is still hope to move forward and remain part of the Town. She stated that the situation is "truly sad" and that "it shouldn't be this hard," emphasizing that they want to have a positive relationship with Fairfield and continue working toward that goal.

Ms. Pringle stated they are currently working on a café concept and that residents have expressed interest in having it available, even on a temporary basis, such as on Saturday mornings.

Ms. Pringle stated she has been providing the Town with data demonstrating efforts made by the airpark and flight schools to adjust air traffic patterns. She explained the goal has been to bring air traffic closer to the road and higher over the town and stated the data shows progress in those efforts. She stated they have been working to be good neighbors and added, "In our defense, we haven't lied. We've been doing what we said we were going to do." She further stated that after investing hundreds of thousands of dollars, their contractor had to leave.

Ms. Pringle stated she hopes upcoming meetings with attorneys will help clarify what the airport overlay is and what it is not. She stated they want to understand the law clearly and move forward appropriately.

Speaking as a Fairfield resident, she identified three additional concerns: public misconceptions regarding biosolids, including confusion about whether the project is a solar farm; ongoing repairs to Allen's Ranch Road; and concerns regarding whether the Town has sufficient water rights to irrigate the park. She stated that irrigating approximately five acres would require significant water rights and could be costly.

Mayor McKinney responded that the Town does have the necessary water rights.

Mark Pringle asked a question regarding the new well, specifically whether there will be any checks and balances in place to ensure it does not negatively impact or draw down other wells in the area. Councilman Thomas responded that there are currently no such checks and balances in place.

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Mr. Pringle asked whether it is possible the new well could impact other wells. Councilman Thomas responded that it is unknown but confirmed there are no checks and balances, adding, “the longest straw wins, ultimately.” Mr. Pringle thanked the Council.

Brad Gurney encouraged the Council to carefully consider the design and layout of playground equipment. He acknowledged the discussion was part of the Council’s agenda but asked that thoughtful consideration be given to how the playground will function for the community.

Mr. Gurney stated that although he has playground equipment at his home for his grandchildren, he would like to bring them to the Town park. He stated, “There’s not gonna be a better place in that park for us to bump into each other as a community than if we can bring our grandkids down, our kids down, you know, have some place to bump around.”

Mr. Gurney further stated that playground equipment is expensive, noting that much of the cost is driven by insurance rather than manufacturing. He encouraged the Council to consider spreading equipment out rather than concentrating it in one area, stating that overcrowding could limit usability and cause people to leave rather than stay and interact.

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: [November 19, 2025](#).

2) Approval of Financials: [October 31, 2025](#); [November 30, 2025](#).

Councilman Panek made a motion to approve the consent items 1 and 2. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Business Items

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

1) Letter of Support.

Councilman Weber introduced the item and addressed recent personal attacks directed toward Mayor McKinney and accusations that she has been lying or deceitful in her handling of Town business. Councilman Weber read from a letter, which stated, in part:

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“Concerning the recent personal attacks directed toward Mayor McKinney and the accusations that she is lying and being deceitful about her handling of the business of the Town of Fairfield, we, the undersigned, would like to voice our support for Mayor McKinney and the direction that she is so diligently working for the future of Fairfield Town. She is trying very hard to represent the Town and the majority of the residents that live here, and the quality of life that we enjoy.”

Councilman Weber stated: “I fully support the mayor, and I am part of her team.” Councilman Cameron stated he agreed and noted it is not a “one person show,” and that the mayor does not run the Town alone, but that the Council discusses and votes individually. Councilman Thomas stated he agreed and emphasized that the work is not only done by the Council, but also by the Planning Commission and staff, including Codi Butterfield and Stephanie Shelley, and that it is a combined community and government effort.

Mayor McKinney stated she loves the Town and the residents, noted the work is difficult at times, and expressed appreciation for the support and the letter.

Councilman Weber motioned to approve the letter of support for Mayor McKinney. Councilman Cameron seconded the motion. The motion passed unanimously.

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Mayor McKinney thanked the Council and stated the support meant a great deal to her.

2) Annual Conflict of Interest Disclosure Statement.

Stephanie Shelley, Town Recorder, advised that the Annual Conflict of Interest Disclosure Statements are required by state law to be completed annually and posted on the Town website by January 31. Councilmembers agreed to complete the forms following the meeting.

3) Annual Ethical Behavior Pledge Form.

Stephanie Shelley, Town Recorder, advised that the Annual Ethical Behavior Pledge Forms are required to be completed annually and kept on file. Councilmembers agreed to complete the forms following the meeting.

4) Discussion on the town park, playground equipment, pathway, and other improvements.

Mayor McKinney noted that park-related maintenance and equipment will need to be included in the upcoming budget amendment once the park improvements are completed. She asked the Council for direction on how much the Town should plan to spend on playground equipment.

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Councilman Cameron stated he had mixed feelings about the size and cost of the playground, noting that in some developments playgrounds costing \$40,000–\$50,000 are rarely used, while smaller playgrounds in other communities see more use. He stated Fairfield’s situation may be different and that when his grandchildren visit, the park would likely be one of the first places they would go.

Councilman Cameron stated he did not believe the initial phase needed to be as large as originally proposed and suggested a starting range of approximately \$30,000–\$40,000.

Mayor McKinney stated her estimate was higher and explained that a full installation, including equipment, installation, and ground cover, could cost closer to \$150,000. She noted that installation alone had been quoted at approximately 30% of the equipment cost and that ground cover costs could be significant depending on the size of the playground area.

Councilman Thomas suggested beginning with a target budget of approximately \$100,000. Council discussed that some previously reviewed playground options were near that amount, although it was unclear whether installation and ground preparation were included in those estimates.

Mayor McKinney stated she was looking for a ballpark budget so the Town could begin gathering pricing options. Councilman Cameron suggested starting with \$100,000 and determining what could be installed within that range, with the possibility of completing the playground in phases if needed. Council discussed selecting a design that would allow for future additions and phased expansion.

Mayor McKinney asked whether the \$100,000 target should include the full installation cost or only the playground equipment. Council discussed requesting options based on a total budget of approximately \$100,000 and adjusting the plan depending on what could be accomplished within that amount.

Councilman Cameron noted that the Town did not need an overly elaborate playground and that a simple design would still serve the community well. Mayor McKinney stated that if playground costs exceeded the desired budget, the Town could consider allocating funds toward other park improvements, such as lighting for the pickleball courts.

Council agreed to begin with a target budget of approximately \$100,000 total and request playground design options within that range for further consideration.

5) Vote and approve the 2nd phase for the [Town Park](#) with landscaping.

Mayor Hollie McKinney clarified that this agenda item was to approve the second phase of design work for the Town Park landscaping plan, and not construction. The total landscape architecture design contract amount was \$13,600, and \$5,000 had already been completed for

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Phase 1. Phase 2 would include irrigation planning and completing construction documents within the original contract scope.

Councilman Panek motioned to approve the 2nd phase of the town park with Prime Landscaping Architecture. Councilman Thomas seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

6) **Resolution #2026-01. A Resolution Adopting The American Water Works Association Standard Specifications (AWWA).**

Mayor Hollie McKinney explained the purpose of adopting American Water Works Association (AWWA) Standard Specifications, stating it establishes basic water system standards that are used worldwide and provides an official standard for the Town's water system.

Councilman Weber made a motion to approve Resolution #2026-01. A Resolution Adopting The American Water Works Association Standard Specifications (AWWA). Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

7) **Discuss and vote to approve the Town Council [2026 Meeting Schedule](#).**

Mayor Hollie McKinney discussed adjusting the Town Council meeting schedule for 2026, including moving meetings to the first week of the month and considering first Tuesdays. Councilman Weber stated he works on Tuesday nights. The Council discussed alternate dates and determined a schedule that would work for both Council and the Town Attorney's availability.

After discussion, the Council agreed to hold regular Town Council meetings on the second Wednesday of each month in 2026.

Councilman Thomas made a motion to move the 2026 Town Council meetings to the second Wednesday of each month. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

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Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

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 session for the following purpose(s): Strategy sessions to discuss pending or reasonably imminent litigation.

Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

The council entered a closed session at 8:48 PM to discuss reasonably imminent litigation, per Brad Christopherson's recommendation.

Councilman Weber reopened the regular meeting at 9:26 pm.

Adjournment

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

The meeting adjourned at 9:26 p.m.

March 25, 2026

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Town Recorder