

PUBLIC NOTICE IS HEREBY GIVEN THAT

The Town Council of Fairfield, Utah

Shall hold a Regular Session

On November 20, 2024 @ 7:00 P.M.

At the Town Office 103 East Main Street Fairfield, Utah

Agenda

Call to Order

- 1) Roll Call
- 2) Prayer / Pledge Of Allegiance
- 3) 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.

Reports

- 1) Sheriff's Department Update.
- 2) Planning Commission Update: Review the timeline and process for the ADU, Subdivision, Soil Ordinance, and General Plan.

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) Vote to approve the Public Hearing/Regular Session minutes on October 16, 2024.
- 2) Vote to approve the Joint City Session minutes on October 29, 2024.
- 3) Vote to approve the Work Session minutes on October 30, 2024.
- 4) Vote to approve the Fairfield Town financials for the month ending August 31, 2024
- 5) Vote to approve the Fairfield Town financials for the month ending September 30, 2024.
- 6) Vote to approve the Fairfield Town financials for the month ending October 31, 2024
- 7) Review next year's Town Council meeting schedule.

Resolution

- 1) Vote to approve R2024-24 A Resolution Of The Town Council (The "Council") Of Fairfield Town, Utah (The "Town") Declaring The Town's Intention To Reimburse Itself For Expenditures Incurred In Connection With Financing All Or A Portion Of The Costs Of The Acquisition, Construction, Installation, And Equipping Of Improvements To The Town's Water System, Including A Waterline, And All Related Improvements, With Proceeds Of Bonds That It Intends To Issue; And Related Matters.

Business Items

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

- 1) Barrick Mercur Mine presentation (10 minutes)
- 2) Discussion with Darwin Bundy regarding the greenhouses being built on his property. (10min)

- 3) Discuss and vote on the width of Allen's Ranch Road.
- 4) Discussion on the Christmas Event.
- 5) Ordinance No. 2024-10, An Ordinance Of Fairfield Town, Utah, Enacting Fairfield Town Code § 5.4 Relating To The Town's Land Disturbance Ordinance.
- 6) Old or New Business

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.

Adjournment

Supporting materials are available for inspection on the Town Website, <https://fairfieldtown-ut.gov/>. Questions and comments to Staff and/or Council may be submitted to sshelley@fairfieldtown-ut.gov.

Meetings are streamed live at:

Join Zoom Meeting

<https://us06web.zoom.us/j/88207250867?pwd=NXBYcnhmaFNCSEdWOVB5NG9WMDgxZz09>

Meeting ID: 882 0725 0867

Passcode: 499981

PLEASE NOTE: The order of items may be subject to change with the order of the Mayor. One or more council members may participate by electronic telecommunication means such as phone, internet, etc., so that they may participate in and be counted as present for all meeting purposes, including the determination that a quorum is present.

Certificate Of Posting

The above agenda notice was posted on or before the 19th day of November 2024 at the location of the meeting, Fairfield town office 103 East Main Street Fairfield, UT, and at the Fairfield town website <https://fairfieldtown.org/agendas-minutes/>, and on the Utah state public notice website at <https://www.utah.gov/pmn/index.html>.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Town offices at 801-766-3509.

Date

Stephanie Shelley Town Recorder/Clerk

Fairfield - CAD Stats - October 2024

Officer Generated

CITIZEN CONTACT	3
EXTRA PATROL	4
TRAFFIC STOP	7
Grand Total	14

Public Generated

ANIMAL COMPLAINT	1
CITIZEN CONTACT	1
EXTRA PATROL	1
FIRE INVEST	1
INFORMATION	1
LOUD NOISE	1
SUSPICIOUS	1
THEFT	2
VIN INSPECTION	1
Grand Total	10

Unapproved Meeting Minutes
Fairfield Town Council
Public Hearing / Regular Meeting
October 16, 2024

Public Hearing

Date: Tuesday, October 16, 2024

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

Time: 7:00 P.M.

Minutes By: Stephanie Shelley

Agenda Item #1 - Call to Order and Roll Call

Mayor McKinney called the Town Council Public Hearing to order at 7:00 p.m.

Town Council Members Present: Mayor Hollie McKinney, Tyler Thomas, Richard Cameron,

Excused: RI Panek, Michael Weber

Staff Present:

Stephanie Shelley- Recorder, Todd Sheeran - Attorney, Codi Butterfield (via Zoom)

Others Present: Tal Adair, Jesse Wright, Wayne Taylor, Vern Carson, Coons

Others Present Via Zoom: Jenna Draper (UIPA),

Agenda Item #2 - Prayer / Pledge Of Allegiance

Councilman Cameron offered the prayer.

Agenda Item #3- Mayor's and Treasurer's Statement

Mayor McKinney clarified that this meeting was a public hearing rather than a regular meeting. The purpose of the hearing was to discuss and make amendments to the town's budget, specifically with a focus on reallocating and creating line items due to increased expenditures related to engineering tasks.

Codi Butterfield (Town Treasurer) presented the following changes to the budget.

- Line Item #3222: Moved to building department
- Line Item #3339: Added to State grant
 - Water grant: \$33,700
 - Sewer grant: \$33,500
- Line Item #3341: Added Parks

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- In Mis. Revenue moved #3670 to the Building Department
- Line Item #3223 (added) Building franchise fee to the building & grounds
- Added Highways & Public improvements Line Item #3671
 - #3671 Highway and Public Improvements Engineering
- Moved Line Item #4127 to the building department
- Line Item #4140 for Elections Added \$1500
- Line Item #4186 Buildings & Grounds to Building Department
- Line Item #4141 Added \$10,400 to Engineering
- Added Line Item # 4184 - Franchise Fees and Expenses
- Added Line Item #4155 'General Plan' \$58,000 to Planning & Zoning
- Line Item #4139.5 We moved the \$25,400 to Line Item #4139
- On Highway & Public improvements, we added Engineering expense Line Item #4162
- In non-operating expenses, we added Line Item #4185
- Reimbursable Expense
 - Added Line Item #4186 'Staff'
- Line Item #6128 added \$1,000 to utilities due to the cost increase Rocky Mountain Power

Mayor McKinney let the Council know that the Town will have its annual audit next Tuesday.

Agenda Item # 4- Public Comment on 'A Resolution Amending The Fairfield Town Budget For Fiscal Year 2024-2025.'

No one present had any comments.

Agenda Item # 5 - Close public hearing

Mayor McKinney closed the meeting

The meeting adjourned at 7:09 p.m.

Unapproved Meeting Minutes
Fairfield Town Council
Public Hearing / Regular Meeting
October 16, 2024

Regular Session

Date: Thursday, October 16, 2024

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

Time: 7:00 P.M.

Minutes By: Stephanie Shelley

Agenda Item #1- Open regular meeting

Mayor McKinney opened the Town Council Regular Session at 7:09 p.m.

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

Vern Carson expressed concerns regarding drilling wells, particularly in the Bolindar Subdivision area, and emphasized its relation to current litigation. It was highlighted that a court decree specifies the restricted area regarding new wells. The council appreciated the input and assured members of the public that further discussion would occur after they acquired more information.

Agenda Item #3- Vote to approve the regular session minutes on September 11, 2024.

Councilman Thomas motioned to approve the September 11, 2024 minutes. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Cameron - Yes

Agenda Item #4- Vote to approve the regular session minutes on September 24, 2024.

Councilman Thomas motioned to approve the September 24, 2024 minutes. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Cameron - Yes

Agenda Item #5 - Vote to approve the Fairfield Town financials for the month ending August 31, 2024.

The August financials were tabled.

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Agenda Item #6 - Discuss moving items to a 'Consent Agenda' format.

A discussion was held regarding adopting a 'Consent Agenda' format, which would help streamline the approval of routine matters. This format would allow council members to pull out items for discussion if needed. Adopting such a format could reduce redundancy and make meetings more efficient.

Agenda Item #7 - Sheriff department update

No update was provided for this item during the meeting.

Agenda Item #8 - Planning Commission Update and Recommendations

The Planning Commission meeting focused on streamlining documentation for site plans and industrial park planning. Key discussions revolved around zoning preferences, debating whether to prioritize light industrial or commercial developments. Property owner Bryce Thomas sought guidance on zoning directions, prompting the commission to stress the importance of aligning zoning decisions with community desires before making amendments.

Updates included progress in the Cedar Valley Industrial Park, where the developer received preliminary approval, contingent on finalizing agreements with the town and obtaining necessary clearances. Additionally, the commission granted initial approval for an ADU ordinance, with a public hearing planned to gather community input.

Agenda Item #9 - Procurement Policy PowerPoint presentation from Todd Sheeran.

Todd Sheeran presented a PowerPoint presentation on why and what changes to the Procurement Policy for Fairfield Town.

Agenda Item #10 - Vote to approve Ordinance #2024-11, An Ordinance of the Fairfield Town Council of Fairfield Town, Utah, Amending Chapter 9 of Title 1 (Purchasing) And Adopting A Procurement Policy.

Councilman Thomas motioned Ordinance #2024-11, An Ordinance of the Fairfield Town Council of Fairfield Town, Utah, Amending Chapter 9 of Title 1 (Purchasing) And Adopting A Procurement Policy. Councilman Cameron seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Cameron - Yes

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Agenda Item #11 - Discuss waterline and water shares for the Jesse Wright building

Discussion focused on the feasibility and costs of extending the town waterline approximately 950 feet to Jesse Wright's property. Options debated included utilizing a private well due to specific water quality requirements for business operations. It was suggested that the match of water shares be examined and the costs for both water retrieval methods be assessed. Council plans to seek more information from a professional perspective before making a final decision.

Agenda Item #12 - Discuss and vote to approve the waterline extension to 423 W 645 South.

The discussion followed the same points as those for the Jesse Wright building, emphasizing the need for detailed assessments and final costs before approving the waterline extension.

Agenda Item #13 - Discussion Drilling of a Well in the Fairfield Industrial Park.

The council agreed that the intersection of underground rivers in the industrial park makes the location ideal for drilling a well. They welcomed the idea of partnering with the Utah Inland Port Authority and supported proceeding with feasibility studies, ensuring alignment with water rights and protecting the town's interests.

Agenda Item #14 - Discuss and update the Utah Inland Port Authority.

Jenna Draper's(UIPA) update highlighted ongoing collaboration with the Utah Inland Port Authority on a specific project area tailored to Fairfield's needs. The focus is on capturing tax differentials to fund critical infrastructure like water lines, supporting future growth. The Utah Inland Port Authority expressed full support for including additional parcels if Fairfield chooses to do so.

It was noted that passing resolutions for specific parcels adds some complexity to the process but remains manageable. The approval process is set for early 2025, with flexibility to accommodate Fairfield's timeline if more consideration is needed for additional parcels or projects.

Agenda Item #15 - Vote to approve Resolution No. R2024-23 A Resolution Adding Additional Parcels to the Utah Inland Port Authority Project Area.

Councilman Thomas motioned to approve Resolution No. R2024-23 A Resolution Adding Additional Parcels to the Utah Inland Port Authority Project Area. Councilman Cameron seconded the motion, and the motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

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Councilman Cameron - Yes

Agenda Item #16 - Vote to approve the Final Fairfield Industrial Subdivision (Cedar Valley Industrial Park) at 600 South and 250 West.

The final vote on the subdivision was postponed due to unresolved issues regarding water development in the area. In the meantime, key stakeholders are establishing collaborative frameworks to ensure steady and well-aligned progress.

Agenda Item #17 - Discuss and vote to approve the GSBS Consulting Services scope of work contract.

A proposed contract with GSBS Consulting Services was presented for the council's approval. The firm will support the town's general plan updates through collaborative efforts and interactive stakeholder sessions. The process ensures active engagement and ongoing progress reviews with all stakeholders.

Councilman Thomas motioned to approve the GSBS Consulting Services scope of work contract. Councilman Cameron seconded the motion, and the motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Cameron - Yes

Agenda Item #18 - Discuss and vote to approve the RFP to Facilitate a West Utah County Interagency Action Plan for Sustainable Growth agreement.

The Council agreed to provide financial and operational support for the proposed RFP, developed in collaboration with neighboring cities, to address shared goals for community health and connectivity.

Councilman Thomas motioned to approve the RFP to Facilitate a West Utah County Interagency Action Plan for Sustainable Growth agreement. Councilman Cameron seconded the motion, and the motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Cameron - Yes

Agenda Item #19 - Update on Quicksilver IV CUP review with WC3.

The review process for Quicksilver IV's Conditional Use Permit (CUP) is ongoing, with input from WC3 and the town's legal consultant to evaluate necessary adaptations. The council

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welcomed and approved recommendations for permit modifications to enhance administrative clarity.

Agenda Item #20 - Discuss landscaping and side street cleanup.

The council stressed the importance of maintaining the town's aesthetics and fulfilling the responsibility of caring for the natural environment. Several solutions were discussed, with a focus on encouraging collective action from residents, alongside evaluating contracting options as contingency measures. A motion was made to gauge interest in a coordinated community cleanup project.

Agenda Item #21 - Discuss adding Starlink Services to the Town Office.

The discussion focused on enhancing the town's Wi-Fi independence and disaster preparedness through StarLink installations. The goal is to improve community operations, ensure service continuity during disruptions, and support long-term sustainability.

Agenda Item #22 - Discuss and vote to approve Resolution #2024-22. A Resolution Amending The Fairfield Town Budget For Fiscal Year 2024-2025.

Councilman Thomas motioned to approve Resolution #2024-22. A Resolution Amending The Fairfield Town Budget For Fiscal Year 2024-2025. Councilman Cameron seconded the motion, and the motion passed unanimously

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Cameron - Yes

Agenda Item #23- Discuss the Installation of Christmas Lights - Proposals and Bids

There was a detailed discussion about the challenges and frustrations of managing community Christmas light setup contractors. Previous lighting contracts were mishandled, leading to a resolution that shifts operational responsibilities to local contractors based on trust and a commitment to success.

Agenda Item #24 - Christmas Event Update

The holiday event preparations, including the signage and early plans, were discussed. Different forms of entertainment were shared.

Agenda Item #25 - Discussion On Old and New Business.

The Joint Multi-City meeting on October 29th was discussed. The Council was encouraged to attend.

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Councilman Thomas would like to look into creating a conservation easement over the sinks and the springs. Councilman Thomas will contact the Church to set up an appointment regarding the easement.

Mayor McKinney talked about Donaldson doing business without a Business license and a TI permit.

Agenda Item #6 - Adjournment

Councilman Thomas made a motion to adjourn the meeting. Councilman Cameron seconded the motion. The motion passed unanimously.

The meeting adjourned at 9:16 p.m.

Minutes Approval Date

Stephanie Shelley Town Recorder

Unapproved Meeting Minutes
Joint Work Session Meeting with the Cities of
Fairfield Town, Cedar Fort, Eagle Mountain,
Saratoga Springs, Lehi, and American Fork
On October 29, 2024

Joint Session

Date: Tuesday, October 29, 2024

Location: Cedar Fort Town Community Center, 475 South 100 East Street, Cedar Fort, Utah

Time: 6:00 P.M.

Minutes By: Stephanie Shelley

Agenda Item #1 - Welcome - Introductions

Work session to order at 6:04 p.m.

Fairfield:

Mayor Hollie McKinney
Councilman RL Panek
Councilman Tyler Thomas
Councilman Richard Cameron
Recorder/Clerk Stephanie Shelley

Eagle Mountain:

Mayor Tom Westmoreland
Councilmember Donna Burnham
Councilmember Melissa Clark
Councilmember Brett Wright
Councilmember Rich Wood
Interim City Manager Steve Mumford
Assistant City Manager Finn Kofoed
Acting City Engineer David Salazar
Director of Legislative Affairs Cliff Strachan

Cedar Fort:

Mayor Wyatt Cook
Councilman Alex Carter
Councilman Eric Boud
Councilman Travis Giles
Clerk/Recorder Ashleigh Mascaro

American Fork:

Mayor Brad Frost
Councilman Tim Holley
Councilman Erinie John
Public Works Director Sam Kelly

Saratoga Springs:

Mayor Jim Miller
Councilwoman Audrey Barton
Councilman Lance Wadman
City Manager Mark Christensen
Assistant City Manager Owen Jackson
Public Works Admin/ City engineer Jeremy Lapin

Lehi:

Mayor Mark Johnson
Councilmember Chris Condie
Councilmember Michelle Stallings
Councilmember Paige Albrecht
Luke Seegmiller
Lorin Powell
Sterling Bronson

Others:

Shawn Eliot (MAG), Jeff Acerson (UTA Trustee), Vern Carson (Fairfield), Rochelle Allen (Cedar Fort), Vince Hogge (Eagle Mountain).

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Joint Work Session Meeting with the Cities of
Fairfield Town, Cedar Fort, Eagle Mountain,
Saratoga Springs, Lehi, and American Fork
On October 29, 2024

Others Present Via Zoom:

Laren Victor (WFRC), Liz Scanlon Kinley-Horn (MAG)

The meeting began with appreciation for all attendees, both in-person and online. Representatives from the Wasatch Front Regional Council and Holley Horn's consultancy firm introduced themselves and outlined their roles in planning and supporting transit changes.

Agenda Item #2 - Northwest transit plans

Liz Scanlon Kinley-Horn Gave a presentation to the Cities/Towns on UTA creating a transit system in the Cities region. Into the Transit Fresh Look Study, aimed at aligning a regional transit vision for Southwest Salt Lake and Northern Utah Counties. They highlighted the involvement of various partners, including local governments and regional transportation entities, emphasizing the consultation and co-creation processes in drafting transit development pathways.

The presentation shared a step-by-step approach, starting with collecting data and assessing current conditions, then brainstorming solutions and refining ideas for key transit corridors. It covered important project goals like improving connectivity, mobility, economic growth, and creating clear action plans. The importance of working together with local municipalities to address shared transit challenges was emphasized.

They also looked at transit-oriented development, focusing on improving state routes and considering different transportation options like bus rapid transit and light rail. Planning land use effectively was also discussed. The presentation then explored the feasibility of future plans, highlighting the need for ongoing feedback to make adjustments as needed. The conversation shifted to specific corridor alignment and challenges, stressing the importance of continuing discussions to improve transit routes.

Agenda Item #3 - Open Discussion

The city/town officials had a lively discussion about forming a regional growth coalition led by representatives focused on balancing high-growth communities with state laws that may overstep local control. Everyone agreed on the importance of uniting municipal voices to address development challenges related to infrastructure and governance and to engage with legislators before the session starts. Key topics included advocating for better discussions on affordable housing and emphasizing the need for growth-driven infrastructure planning.

A proposal was made to strengthen regional collaboration by creating a coalition of high-growth cities to improve legislative advocacy and planning for communities facing rapid development.

They will hold another joint session on January 8th before the new legislative session. They will also like to have everyone sit together on the local government day on January 22nd.

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Joint Work Session Meeting with the Cities of
Fairfield Town, Cedar Fort, Eagle Mountain,
Saratoga Springs, Lehi, and American Fork
On October 29, 2024

Agenda Item #4- Adjournment

The meeting ended with a recap of shared goals, a commitment to working together, and confirmation of more sessions to continue planning. Thanks were given for everyone's contributions toward unified regional planning efforts.

The meeting adjourned at 8:15 p.m.

Minutes Approval Date

Stephanie Shelley Town Recorder

Draft

Unapproved Meeting Minutes

Fairfield Town Council

Work Session

October 30, 2024

Work Session

Date: Tuesday, October 30, 2024

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

Time: 6:00 P.M.

Minutes By: Stephanie Shelley

Agenda Item #1 - Roll Call

Mayor McKinney called the Town Council Work Session to order at 7:06 p.m.

Town Council Members Present: Mayor Hollie McKinney, RI Panek, Tyler Thomas, Richard Cameron (phone call), Michael Weber

Staff Present:

Stephanie Shelley- Recorder

Others Present: Tal Adair, Jesse Wright, Mark & Alina Pringle

Others Present Via Zoom: Jenna Draper (UIPA), CC

Agenda Item #2 - Discuss and vote to approve the Change Work Order for the Allen Ranch Road Waterline Project, adding Tees and other items to the waterline.

The ongoing Allen Ranch Road waterline project was discussed, highlighting the need for additional waterline extensions and the complexities of funding the project. The estimated cost was initially stated as \$138,000, but it could total \$250,000. Concerns were raised about how to fairly distribute the costs among the various parties involved, as well as the additional expenses for upgrading pipes of different sizes. With so many stakeholders, the financial responsibilities are becoming increasingly complicated.

The potential partnership with the Inland Port Authority was also discussed. Several speakers expressed concerns about the financial uncertainty if the Inland Port Authority did not support the project, though it was noted that the likelihood of non-acceptance was low.

Councilman Thomas motioned to approve the Change Work Order for the Allen Ranch Road Waterline Project, adding Tees and other items to the waterline. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Unapproved Meeting Minutes

Fairfield Town Council

Work Session

October 30, 2024

Agenda Item # 3 - Discuss and vote to approve the Change Work Order extending the waterline to the Bolinder Subdivision.

The discussion centered on the complexities of waterline extensions, particularly in determining how to fairly divide costs between developers and the town. Challenges were raised about how to charge developers who may connect to the waterline at a later stage. Potential funding options, including bonds and the involvement of the Inland Port Authority, were explored. One speaker shared insights on the tax implications and how bondholders would be reimbursed over time without placing the burden on landowners directly.

The need for several water connections due to rapid development further complicated municipal planning efforts. If the Inland Port Authority decided not to support the project, additional funding and reimbursement challenges would arise.

Councilman Thoms motioned to approve the Change Work Order extending the waterline to the Bolinder Subdivision. 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 # 4 - Discuss and vote to approve Shell Holdings Water Requirements.

The debate focused on Shell Holdings' request to drill a separate well for industrial purposes while retaining a city water connection for domestic use. This dual system would allow Shell Holdings to avoid the costly filtration needed for stone processing, which could alter the stone's characteristics.

Collaboration with local engineers and consultants was required to ensure the project met existing standards, and discussions with GEBCO were mentioned. It was also confirmed that the project could move forward as planned by Shell Holdings without conflicting with municipal regulations.

Councilman Thomas to approve allowing Shell Holdings to drill a well for stone cutting purposes with the stipulation that the building is connected to the town water system and meets all the requirements for hooking onto the culinary system. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

Unapproved Meeting Minutes

Fairfield Town Council

Work Session

October 30, 2024

Agenda Item # 5 - Vote to approve Resolution No. R2024-24 A Resolution Adding Additional Parcels to the Utah Inland Port Authority Project Area.

The discussion on Resolution No. R2024-24 centered on expanding the Utah Inland Port Authority project area to include additional parcels, with the goal of supporting the town's overall development in light of growing economic opportunities. Legal and procedural concerns raised in previous project seminars were addressed to ensure clarity and to prevent any undue taxation on stakeholders.

Councilman Thomas to approve Resolution No. R2024-24 A Resolution Adding Additional Parcels to the Utah Inland Port Authority Project Area. 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 # 7 Adjournment

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

The meeting adjourned at 7:54 p.m.

Minutes Approval Date

Stephanie Shelley Town Recorder

Ordinance No. 2024-10, An Ordinance Of Fairfield Town, Utah, Enacting Fairfield Town Code § 5.4 Relating To The Town’s Land Disturbance Ordinance.

Dated _____, 2024

Whereas, on _____ [date], the Town passed Resolution No. 2024-xx, which enacted a notice of pending ordinance to amend, among other things, the Town’s soil ordinance found in Town Code § 5.3 because “the current code is inadequate ... in process procedure, and reporting for remediation of soil contaminants.”

Whereas, the Town has determined that its existing regulations do not adequately address the impacts associated with land disturbance activities.

Whereas, the Town seeks to establish comprehensive regulations to manage land disturbance activities effectively, protect natural resources, and ensure compliance with applicable state and federal environmental laws.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FAIRFIELD, UTAH:

Section 1. Text Enactment. The Town Council hereby enacts Fairfield Town Code § 5.4, as shown in **Exhibit A**.

Section 2. Severability. If any section, part or provision of this Ordinance is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Ordinance and all sections, parts, provisions and words of this Ordinance shall be severable.

Section 3. Effective Date. This Ordinance shall become effective immediately upon passage or posting as required by law.

APPROVED BY THE TOWN COUNCIL OF THE TOWN OF FAIRFIELD, UTAH, ON THIS _____ DAY OF _____, 2024 BY THE FOLLOWING VOTE:

Mayor: _____
Hollie McKinney

RL Panek	yes_____no_____
Tyler Thomas	yes_____no_____
Michael Weber	yes_____no_____
Richard Cameron	yes_____no_____

ATTEST: _____
Stephanie Shelley, Town Recorder/Clerk

EXHIBIT A

(Land Disturbance Ordinance)

CHAPTER 4 LAND DISTURBANCE

- 5.4.10. SHORT TITLE.
- 5.4.20. PURPOSE.
- 5.4.30. PERMIT REQUIRED.
- 5.4.40. LAND DISTURBANCE PERMITS.
- 5.4.50. APPEALS.

5.4.10. SHORT TITLE.

This chapter shall be known and may be cited as the “land disturbance ordinance.”

5.4.20. PURPOSE.

The purpose of this regulation is to protect public health, safety, and the environment by establishing procedures and requirements for land disturbance activities within the Town. This regulation aims to prevent erosion, sedimentation, flooding, and pollution associated with land disturbance activities, and to promote responsible and sustainable land use practices.

5.4.30. PERMIT REQUIRED.

1. Permit Required: A land disturbance permit is required when a person is proposing or seeking the following:
 - a. Redirect natural channels or waterways.
 - b. A building permit.
 - c. Activities that disturb more than 5,000 square feet of land.
2. Exemptions: The following activities are exempt from the permit requirement:
 - a. Routine landscaping and maintenance that do not involve significant soil disruption.
 - b. Agricultural activities conducted in accordance with best management practices.
 - c. Emergency activities required to protect public health, safety, or welfare, provided that temporary erosion control measures are taken.
 - d. Additions or modifications to existing single-family structures.
3. Plan Approvals Required: No land disturbance permit shall be issued for any site or project requiring a site plan or final subdivision approval. The Town Engineer may waive the requirement of obtaining final site plan or final subdivision plat approval as is deemed appropriate for a particular project.

5.4.40. LAND DISTURBANCE PERMITS.

1. Application Form: The applicant shall pay all applicable fees and submit a completed Land Disturbance Permit application form provided by the Town. The application shall include:

- a. Contact Information: Contact information for the property owner, contractor, and applicant.
 - b. Summary of Activity: A statement indicating the nature, extent, and purpose of the land disturbing activity including the size of the area for which the permit shall be applicable and a schedule for the starting and completion dates.
 - c. Grading Plan: Grading plan prepared, stamped and signed by a civil engineer.
 - d. Drainage Plan: Each application for a land disturbance permit shall include a drainage plan for the proposed land disturbance activity and site. The drainage plan shall be prepared by a civil engineer and shall be prepared in accordance with the requirements and standards herein.
 - e. Stormwater Pollution Prevention Plan (SWPPP): Each application for a land disturbance permit shall include an SWPPP for the proposed land disturbance activity and site unless the site or lot is part of common plan of development that already has a UPDES/NOI permit and this permit is referenced on the application. If the site or lot is not part of the common plan of development or the builder of the lot is not the holder of the UPDES/NOI that is in place for the development then an SWPPP shall be prepared in accordance with the requirements and standards for such plans as set forth in the most current UPDES stormwater general permit.
 - f. Erosion And Sediment Control Plan: Each application for a land disturbance permit shall include an erosion and sediment control plan for the proposed land disturbance activity and site. The erosion and sediment control plan shall be prepared by a civil engineer and shall be prepared in accordance with the requirements and standards for such plans as set forth herein.
 - g. Revegetation Plan: Each application for a land disturbance permit shall include a revegetation plan for the proposed land disturbance activity and site. The revegetation plan shall be prepared by an erosion control specialist or professional of comparable expertise and shall be prepared in accordance with the requirements and standards herein.
 - h. Soils Report: Each application for a land disturbance permit shall include a soils report for the site. The soils report shall be prepared and signed by a soils engineer and shall be prepared in accordance with the requirements and standards herein.
 - i. Geological Report: When deemed necessary by the Town Engineer due to the circumstances and conditions of the site, an application for a land disturbance permit shall include a geological report for the site. The geological report, when required, shall be prepared and signed by an engineering geologist and shall be prepared in accordance with the requirements and standards herein.
2. Review and Approval of Application:
 - a. The Town Engineer will review each application for a land disturbance permit to determine its conformance with the provisions of this Chapter and best management practices. The Town Engineer may use the future American Society for Testing and Materials (ASTM) standards and various standards

obtained in published engineering studies and industry publications as a guide for review.

- b. If the Town Engineer has granted conditional approval of the permit, the applicant shall submit a revised plan that conforms to the conditions established by the Town Engineer. However, the applicant may be allowed to proceed with their land disturbing activity so long as it conforms to conditions established by the Town Engineer.
 - c. No development plans will be released until the land disturbance permit has been approved.
3. Permit Duration: Every land disturbance permit shall expire and become null and void if substantial work authorized by such permit has not commenced within 180 calendar days of issuance, or is not complete within 18 months from the date of the commencement of construction.
4. Notice of Construction: The applicant must notify the Town Engineer 10 working days in advance of the commencement of construction. Regular inspections of the stormwater management system construction shall be conducted by the Town Engineer.
5. Performance Bond:
 - a. The Town Engineer may, at its discretion, require the submittal of a performance security or performance bond prior to issuance of a permit in order to ensure that the stormwater practices are installed by the permit holder as required by the approved stormwater management plan.
 - b. The performance security or performance bond shall be released in full only upon submission of as-built plans and written certification by the Town stormwater inspector that the structural BMP has been installed in accordance with the approved plan and other applicable provisions of this Chapter.
6. Non-Compliance: If the site is found in violation of permit conditions, the permittee may be required to implement corrective measures immediately. Failure to comply may result in suspension or revocation of the permit, issuance of a stop work order, and/or a class C misdemeanor. Each and every day, or a portion thereof, during which any violation is committed and continued shall be considered a separate offense.

5.4.50. APPEALS.

Any person aggrieved by a decision related to the issuance, suspension, or revocation of a Land Disturbance Permit may file an appeal to the Town Administrator within 30 days of the decision.