

Approved Meeting Minutes

Fairfield Town Council

Regular Session

November 19, 2025

Minutes

Date: Wednesday, November 19, 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

Mayor McKinney opened the meeting at 7:00 pm.

Town Council Members Present:

Mayor Hollie McKinney, RL Panek, Tyler Thomas, Richard Cameron, Michael Weber

Staff Present:

Recorder: Stephanie Shelley Attorney: Brad Christopherson Treasurer: Codi Butterfield

Others Present: Wayne Taylor, Tal Adair, Jenna Draper, Vern Carson, Alina Pringle,

Others Present Via Zoom: Chans Carson, Cherie Anderson

2) Prayer / Pledge Of Allegiance

Councilman Thomas offered the prayer. Those present repeated the Pledge of Allegiance.

Reports and discussion

1) Sheriff's Department Update.

Sergeant Dutson provided the October activity report for Fairfield, including: 16 action patrols, 23 assists, 1 abandoned 911 call, 1 fraud case, 1 suspicious incident, 19 traffic stops, 3 VIN inspections, 2 welfare checks, and other routine services. Sergeant Dutson stated that all 19 traffic stops occurred within Fairfield town limits.

Sergeant Dutson reiterated that Fairfield's contract provides five (5) hours per week of dedicated service, including meeting time and any time spent at the town office. At the same time, Fairfield also receives full 24-hour countywide coverage. The Council asked about increasing dedicated hours. Sergeant Dutson explained that other small towns (including Cedar Fort and Woodland Hills) are not willing to relinquish their contracted hours because once surrendered, those hours cannot be regained later. Sergeant Dutson stated that if Fairfield approved overtime hours, those hours would be used only in Fairfield and would focus primarily on traffic enforcement and visibility.

Council members expressed concern about speeding and increased traffic caused by ongoing construction and detours.

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2) Discuss an additional 5 hours a week of overtime for the Sheriff's department.

The Council continued discussion of the overtime proposal, with several members expressing concern about the safety issues caused by increased traffic.

Sergeant Dutson estimated that five additional overtime hours per week would cost approximately \$2,000 per month.

Council members debated the best approach to address traffic issues, discussing various options including additional signage, increased patrols, and physical traffic control measures like stop signs or speed bumps.

Mayor McKinney and the Council discussed that Pole Canyon Road is expected to be closed approximately 3–4 months for sewer line installation, and that detour traffic has been routing through Fairfield. Council members reported that some construction employees had been told the road closure signs were “fake.” Sergeant Dutson clarified that ignoring a lawful road closure is a Class B misdemeanor with potential fines up to approximately \$1,000, and stated enforcement could be increased if Fairfield approved overtime.

The Council asked Councilman Panek to purchase two large “Road Closed / No Construction Traffic” signs (one at each end of town), in high-visibility color, and to add lighting or reflective features if feasible.

Council discussed installing temporary stop signs to make the bus-stop corner a three-way stop, with a painted white stop line for visibility.

Speed humps/bumps were discussed as a possible additional measure if conditions worsen.

Councilman Cameron stated, "I don't think you can put a dollar sign on safety," and others agreed that the additional cost would be worthwhile.

3) Planning Commission Update.

Chairman Taylor reported that the Planning Commission has now approved four flagpole locations in the Fairfield Industrial Park. Two additional locations were previously approved in April 2025. The commissioners have now completed a map identifying all approved sites, so the approvals are clearly documented.

Chairman Taylor also mentioned that the Commissioners are working on the commercial zone and expressed appreciation for Town Attorney Brad Christopherson's input at a recent meeting.

4) Building department update.

Mayor McKinney provided updates on various development activities:

- Tal's final plat had been recorded.

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- Jayson Densley was working on extending a water line to his building, with a utility easement to be signed once determined.
- Ryan Staley was set to conduct inspections on the waterline and the park.
- Enbridge Gas is expected in the spring.

Comcast is expected to finish public connections by early December. It was discussed that they had hit the old water line. Mayor McKinney encouraged those who have any other issues with Comcast to reach out to her.

Vern Carson explained that the location of the older cast-iron waterline is not fully known; based on the historic layout, it likely runs toward the old schoolhouse and may turn unexpectedly. Vern Carson explained that he does not know where the old cast-iron waterlines are located throughout town; the system is so old that it was installed by hand, without modern equipment.

The Council discussed that recent work by Comcast may have encountered or exposed sections of this line and agreed that the town needs better locating capability. The Council will look into obtaining a quote and purchasing a line-locator for future blue-stake and utility verification. Comcast has offered to place temporary markers if the town provides materials; staff will use PVC/paint markers so the surveyor can map the waterline after potholing.

Mayor McKinney reported that Jerry Bradshaw has continued work without permits, including installing three-phase power without approved plans, placing mobile homes tied into sewer/power, disturbing septic systems, and positioning a building on a concrete pad directly over the town's waterline. The Town issued a stop-work order on the three-phase power and the new building.

The mayor said that Stephanie Shelley had gone to Bradshaws to see if he had tagged the buildings that the Fire Marshall said needed to be done. At that time, Stephanie noticed several violations, so we had Code Enforcement conduct an inspection and write up the violations. He is required to remove the building and the unpermitted hookups; Mr. Bradshaw moved the building roughly 5 feet south, but had not removed it as directed.

The mayor continued that Kent Withers had gone up to survey the water line loop from Strong's to Bradshaw. It was then that we found out that Bradshaw had put a concrete pad on top of the water line, with a building. The retention pond has a ten-foot drop right next to that building. The septic system is right next to it. The pond exposes the waterline to freezing; it is not covered as it should be, which could lead to potential freezing of the line.

Councilman Thomas wanted confirmation that the fire hydrants had been moved multiple times. Mayor McKinney said she heard that he has moved it three times.

The Council reiterated enforcement and compliance requirements.

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Mayor McKinney informed the Council that Big D Construction is still working with us to see what kind of power we can get for Tal's development. We asked about the generators that they can provide, and they said that they will be so quiet that you can actually have an everyday conversation when you're next to them, but it could provide enough power.

5) Code Book update

Mayor McKinney reported that the Town's code book had been sent to American Legal for recodification. She explained that the draft returned from the codifiers required numerous corrections, which staff reviewed and corrected. The revised code book was then resubmitted along with all ordinances and resolutions adopted within the last two years. Once the final version is returned, the Council will review the updated code book before formally adopting it in its entirety.

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. *Two minutes per person, with a total limit of 14 minutes.*

Vern Carson stated concerns regarding Hadfield's gravel pit operations and said Hadfield's is using Fairfield roads for access. He asked about road impacts and maintenance responsibility.

Vern reported that Hadfield's has applied for the Utah State Water Engineer to drill a well seeking 50 acre-feet of water. He questioned whether this request affects Fairfield and compared the request to Fairfield's well, noting Fairfield's well is "only about 200 acre-feet?" Vern raised the question of whether this request would affect Fairfield, but continued his remarks without pausing for a response, and the Council did not address the question during public comment.

Vern encouraged the town to protest that Hadfield had submitted a water drill request. Mayor McKinney asked Vern to send her the application information; Vern agreed. The Mayor stated she had not yet discussed the matter with Attorney Christopherson, but believed it needed attention.

Mayor McKinney then described the heavy truck traffic on the Manning Canyon Road and questioned what was being done to maintain or protect it.

Councilman Thomas added that he had heard trucks were hauling contaminated soil from another location and dumping it near Five Mile to build up a private/gated dirt road. He noted dust control was being managed under a permit obtained through Strong Solutions, allowing watering and other measures.

Councilman Thomas said he had not recently driven the road to assess its current condition, but understood the dumping was connected to improving the gated dirt road.

The Mayor asked for further public comment; none was offered.

Consent Items

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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: September 25, 2025, and October 15, 2025.

2) Approval of Financials: September 30, 2025

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

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

3) Fraud Assessment Audit

Councilman Thomas made a motion to approve the consent item 3. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

4) Resolution R2025-19. A Resolution Establishing Standards and Rules for the Fairfield Town Cemetery.

Mayor McKinney removed Resolution R2025-19, A Resolution Establishing Standards and Rules for the Fairfield Town Cemetery, from consideration because its content duplicated provisions adopted in Ordinance #2025-18. Because this resolution was withdrawn, the remaining cemetery resolution was renumbered to reflect the change.

5) Resolution R2025-19. A Resolution Establishing Cemetery Policies and Procedures for the Fairfield Town Cemetery

Councilman Weber made a motion to approve Resolution R2025-19. A Resolution Establishing Cemetery Policies and Procedures for the Fairfield Town Cemetery. Councilman Thomas 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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Business Items

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

1) Discussion on A 1% Local Option Sale And Use Tax, A Municipal Energy Sale And Use Tax, and A Municipal Transient Room Tax.

Mayor McKinney introduced the discussion of three possible local sales tax options—the 1% local option sales and use tax, the Municipal Telecommunications Sales and Use Tax, and the Municipal Transient Room Tax—and stated that the item was for discussion only and that no decision would be made at this time. The Council reviewed potential uses of any revenue (including roads, public safety, and town operations) and discussed possible impacts on local businesses. Mayor McKinney added that at a recent conference, it was mentioned that Fairfield is not currently on the list of municipalities collecting these taxes.

Town Attorney Brad Christopherson provided additional explanation regarding the three tax options. They were introduced as recommendations from Spencer Foster (MAG). Brad noted that he suggested these as standard municipal revenue sources that most communities adopt. The first option discussed was a one percent (1%) local option sales and use tax. It was explained that if a gas station or other retail point of sale operates within town, then for any non-wholesale purchase made for end-user use, an additional one percent of the sale would be collected and distributed to Fairfield.

The mayor noted that Fairfield currently has no points of sale, but that this could change in the near future with expected development in the Light Industrial West Zone, which may generate sales-tax revenue under this option. By comparison, many communities (for example in Salt Lake County) have combined sales-tax rates around seven to seven and a half percent, with one percent of each sale going directly to the municipality.

It was further explained that this tax would have an immediate effect on Amazon purchases. If Fairfield enacted the tax and the state implemented it, residents making purchases from Amazon would pay an additional one percent on those orders, and Fairfield would receive that revenue—likely in periodic quarterly distributions. Council emphasized that this tax would increase Fairfield's sales tax rate by one percent, and that all revenue received from it would be general-fund money, not earmarked for a specific purpose, and could be used for any lawful municipal purpose as determined by the Council.

The second option discussed was the municipal energy sales and use tax. It was explained that, if enacted, once Enbridge Gas service begins in Fairfield, residents would see a municipal energy sales tax line item on their monthly utility bills. The estimated impact was described as roughly five to six dollars per month on average, varying based on household usage and home size. The tax would apply to both Enbridge Gas and Rocky Mountain Power services, or any similar gas or electric utility, but it was clarified that it does not apply to propane.

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Council expressed concern that a new 1% local sales tax could place Fairfield businesses at a disadvantage compared with Eagle Mountain and other nearby areas. Attorney Christopherson stated he would confirm whether the local option tax adds to the existing combined rate or reallocates within it, and would email the Council with specifics. The Mayor noted a January implementation decision deadline and that adoption would take approximately 3–6 months to become effective. The Council requested more details before acting.

2) Update from Jenna Draper on the UIPA process of the AIB (Authority Infrastructure Bank) loan

Jenna Draper from the Utah Inland Port Authority (UIPA) was introduced as Fairfield's Area Development Partner. She shared that she lives in Monroe and said that, while her own city Council meetings don't have quite the same dynamic, she finds it enlightening to attend other Council meetings, including Fairfield's.

Jenna explained that if development in the project area leads the town to increase law enforcement services, the differential revenue from the inland port project area could be used to cover those added costs. She said this funding structure was created to offset expenses tied to increased business activity, since growth and new development naturally bring greater law enforcement needs.

Jenna explained that the AIB loan would reimburse the Town for water infrastructure already installed and would also fund construction of a new well, estimated at approximately \$2 million, with the total funding request being approximately \$3 million to cover the full scope of eligible project costs. Jenna stated that the loan structure is designed to help communities build the infrastructure needed to support development, without requiring the Town to use general fund money upfront. She explained that repayment would come from the increased property tax revenue generated by Tal's development. As property values rise, a portion of the resulting tax increase would be applied to repaying the loan. Jenna emphasized that this structure would not draw on Fairfield's routine financial resources, allowing the town to maintain capacity for other financial priorities.

Jenna emphasized that the structure does not draw upon the Town's existing operational financial resources and would not reduce Fairfield's bonding capacity, because the obligation is tied only to projected property tax growth in the project area. She added that if development occurs more slowly than projected, the repayment schedule can be adjusted based on actual revenue collections, which is intended to prevent Fairfield from being placed under financial strain if growth does not occur on the expected timeline.

Town Attorney Brad Christopherson agreed that the proposal would benefit the town. He expressed confidence in the process and noted that UIPA provides favorable infrastructure financing options. While acknowledging that nothing is guaranteed, he said the structure

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presented is likely the most effective path for Fairfield's current needs. Mayor McKinney asked whether everyone was comfortable with the proposal, and no Council members objected.

Mayor McKinney invited Council members to ask questions to ensure everyone understood the loan process. No Councilmembers had any questions at this time. Jenna encouraged Council members to reach out if they remained uncertain about any aspect and said she was willing to provide further help as needed.

3) Overtime for the Sheriff's department, which would be an additional 5 hours a week.

The Council held a brief discussion on overtime for the Sheriff's Department and whether to sign the overtime contract. The Mayor asked if the Council wished to move forward with the contract and how many hours to commit initially. Sergeant Dutson advised that the contract allows flexibility and suggested starting with two additional hours per week for a month to see how it works in practice. He explained that if the Town later wanted more hours or a more flexible arrangement, the County's civil attorney might need to revise the contract. The Mayor noted that Pole Canyon Road is expected to be closed for three to four months and said her opinion was that the Town would benefit from increased coverage during that period to help protect residents. Sergeant Dutson confirmed that the contract could be changed after that period and that the agreement includes a notice clause (approximately ten days) to modify or cancel the additional hours.

Councilman Thomas made a motion to approve the overtime contract for the Sheriff's Department. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

4) Ordinance #2025-18 An Ordinance to rescind Title 6.7. Cemetery District, and Title 2.1.Cemetery Board; and to establish a new ordinance, Title 6.7. Fairfield Cemetery.

Councilman Thomas motioned to approve Ordinance #2025-18, An Ordinance to rescind Title 6.7. Cemetery District, and Title 2.1.Cemetery Board; and to establish a new ordinance, Title 6.7. Fairfield Cemetery. 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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5) Utah County Fire Department update

Mayor McKinney shared a letter from Utah County stating that, due to recent changes in state law requiring fire inspections of all residences in unincorporated areas, the county could no longer provide fire inspection services to Fairfield. The termination would take effect in January 2026. The Town was working on finding another provider for fire inspections.

6) Discuss Eagle Mountains annexation policy

Mayor McKinney presented maps showing where Eagle Mountain's proposed annexation policy overlaps Fairfield's existing annexation area. She noted that Eagle Mountain's annexation boundary includes land Fairfield identified in its policy more than a year ago, including sites already approved by Utah County for solar farms. Mayor McKinney expressed concern that Eagle Mountain's effort is aimed at capturing revenue from those solar projects while Fairfield would be left to handle the resulting impacts.

She explained that the annexation would affect Fairfield's infrastructure and roadways, and reminded the Council that Utah County had previously informed Eagle Mountain of Fairfield's annexation intentions. She added that the overlap appears tied to Eagle Mountain seeking new revenue after opting out of the inland port project area.

Mayor McKinney also addressed a claim from Enyo, a solar company, that it had a contract with Eagle Mountain to use Lake Mountain Road. She said this seemed unlikely because Lake Mountain Road is a dirt road not suited for heavy solar-related traffic, and she questioned the practicality of routing that traffic through Eagle Mountain neighborhoods.

Mayor McKinney said staff are preparing a letter and has a resolution formally objecting to Eagle Mountain's annexation policy. The resolution will reaffirm Fairfield's annexation plan and document expected infrastructure and land-use impacts from the solar development, and then be sent to Eagle Mountain and Utah County.

7) Resolution R2025-20 A Resolution of the Fairfield Town Council Formally Objecting to the Proposed Eagle Mountain City Annexation Overlap, Affirming Fairfield's Annexation Policy Plan, Documenting Infrastructure and Land Use Impacts Related to Solar Development, and Expressing Concerns Regarding Multi-Entity Land and Mineral Acquisition Structure Within the Project Area.

Councilman Thomas motioned to approve Resolution R2025-20 A Resolution of the Fairfield Town Council Formally Objecting to the Proposed Eagle Mountain City Annexation Overlap, Affirming Fairfield's Annexation Policy Plan, Documenting Infrastructure and Land Use Impacts Related to Solar Development, and Expressing Concerns Regarding Multi-Entity Land and Mineral Acquisition Structure Within the Project Area. Councilman Panek seconded the motion. The motion passed unanimously.

Mayor McKinney - Yes

Councilman Thomas - Yes

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Councilman Panek - Yes

Councilman Cameron - Yes

Councilman Weber - Yes

8) Town Park update

Councilman Cameron gave an update on the town park, stating that Strong Solutions has substantially completed the first phase of the project. The parking lot is installed and the fire hydrant has been moved, and he planned to walk the site the next day to review the work.

He then shared cost estimates for the next phase of development. The history path is projected at about \$85,000 if asphalt or \$105,000 if concrete, with history path signage estimated at \$22,000. Pickleball courts are estimated at \$115,000, power at \$13,500 for a pathway from Main Street to the proposed service, septic system design at \$3,500, the septic system itself at \$45,000, and concrete for the playground prep area at \$52,651.

Councilman Cameron noted that the baseball backstop was not included in these estimates but should be prioritized before installing the sprinkler system or walking path. He also said the history path and signage will be paid for through a \$100,000 county grant.

The Council discussed whether to use asphalt or concrete for the history path. Councilman Cameron recommended concrete for durability, explaining that asphalt paths he has observed in Eagle Mountain have deteriorated over time.

9) Vote and approve Fairfield Town Park Change Order to include the History Path, Pickleball Courts, Power, Septic, and Playground concrete.

Councilman Thomas motioned to approve Fairfield Town Park Change Order to include the History Path, Pickleball Courts, Power, Septic, and Playground 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

10) Christmas in the night sky

The Council discussed plans for the Christmas in the Night Sky event. Mayor McKinney confirmed that enough money had been donated to cover the drone show again. Councilman Cameron indicated he had the same team lined up as last year for the parking.

The Council decided to keep the same setup as the previous year, including road closures starting at 3:00 PM. Two food trucks were scheduled, the park kitchen would be open, and

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neighbors would be selling tamales. It was also noted that Camp Floyd Park had moved its program to December 13th, so there would be no conflicts.

11) Update from Town Attorney Brad Christopherson

The Council discussed several legal and procedural matters with Town Attorney Brad Christopherson that are important to Fairfield's operations and growth. Brad reviewed his current work on resolving complex town issues, including contracts and legal compliance, and assured the Council that he is actively addressing them.

A key item was the need to find a new fire inspection provider. Brad explained that Utah County will no longer provide fire inspection services because a recent state law change now requires the county to inspect all residences in unincorporated areas, stretching its resources too thin. He said the town's current arrangement with the Utah County Fire Department would continue well into the new year, but he is already looking for alternatives through nearby municipalities or private providers. No replacement has been finalized yet.

Brad also updated the Council on the annexation policy conflict with Eagle Mountain. He supported Mayor McKinney's efforts and said they are drafting a formal objection letter to Eagle Mountain regarding the overlap with Fairfield's annexation area. He emphasized the importance of adopting a resolution to formally document Fairfield's established annexation plan and protect the town's legal position and jurisdiction.

Brad reminded the Council that as Fairfield moves forward with development and infrastructure decisions, actions must remain consistent with the town's long-term plans and goals. He stressed that any new projects, partnerships, or funding arrangements should receive careful legal review to ensure agreements are sound and serve the community's best interests. He closed by expressing confidence in the coordination between the Council, staff, and legal counsel, and reaffirmed his commitment to continued support.

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 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

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Councilman Weber - Yes

They closed the meeting at 8:30 pm for the Closed Session.

The Town Council reconvened in open session at 9:16 p.m., with all Council members present.

Councilman Thomas stated that, as the Mayor had informed the Council, a solar farm company has approached the Town. He recommended that the first meeting be held with the property owners, The Church of Jesus Christ of Latter-day Saints, to understand what they would like to see done with the land, noting that the solar company can wait. Mayor McKinney said she would arrange a meeting with the Church.

Councilman Thomas added that he would like to see most of the Church property placed in a conservation easement, with walk-in public access. Mayor McKinney asked Town Attorney Brad Christopherson whether he knew if the Church sells land to municipalities. Brad responded that he was aware the Church had donated a park to Taylorsville about ten years ago.

Adjournment

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

The meeting adjourned at 9:18 p.m.

January 21, 2026

Stephanie Shelley

Minutes Approval Date

Stephanie Shelley Town Recorder