



MINUTES

WORK MEETING

RIGBY CITY COUNCIL

THURSDAY DECEMBER 18TH, 2025

7:00 PM

The Pledge of Allegiance was given by Councilman Espinosa and the prayer by Councilman Howe.

ROLL CALL ATTENDANCE:

Councilman Mike Wilder	Absent
Councilman Alex Espinosa	Present
Councilman Timothy Howe	Present
Councilman Reed Stone	Present
Councilwoman Tonya Hillman	Present- Via Phone

ALSO PRESENT-

City Attorney, Sam Angell - Absent
Director Of Public Works, Mitch Bradley
Police Chief, Allen Fullmer
Planning and Zoning, Ione Hansen

PUBLIC COMMENT -

No Comment

ACTION ITEM - CONSENT AGENDA

The following business items may be approved by one motion and a vote. If any one member of the Council so desires, any matter listed can be moved to a separate agenda item.

A. Council Minutes – December 4th, 2025

Councilman Stone made the motion to Approve the Minutes with the amendment, seconded by Councilman Howe.

All in favor Say Aye.

Motion passed unanimously.

B. Accounts Payable- December 2025

Councilman Howe made the motion to Approve the Accounts Payable, seconded by Councilman Espinosa,

roll call vote:

Councilwoman Tonya Hillman - Yes

Councilman Alex Espinosa - Yes

Councilman Reed Stone - Yes

Councilman Timothy Howe - Yes

RECOGNITION ITEM: Devory Stofey - Graduation from Post

The Chief introduced **Devory Stofey**, the department's newest officer and recent POST graduate from **Meridian**. He noted that she was hired earlier this year, grew up in **Rigby**, and comes from a law-enforcement family.

RECOGNITION ITEM: Taylor Romrell – Presentation of Basic Certification

Chief Fullmer introduced Officer Taylor Romrell, who has served as a reserve officer since 2019. He completed the ISU Law Enforcement Academy on his own initiative and currently works full-time in insurance sales. The Chief noted that he has submitted the paperwork for Officer Romrell's Basic Law Enforcement Certificate, and Officer Romrell is now certified to serve as a law enforcement officer in Idaho.

INFORMATIONAL ITEM: Isabelle Sanchez, Migrant Liaison from SD 251 – Foster Care and Migrants

The scheduled speaker was unable to attend. The item was **Tabled**.

INFORMATIONAL ITEM: JustServe.Org Update

Representatives from JustServe presented a new plaque for the City to display and informed the Council about the JustServe Hero Award, which recognizes community members nominated by their peers. They encouraged Council members and City employees to promote the award within local businesses and organizations to increase nominations. The representatives also noted that the last Saturday in April is Global Youth Service Day, during which JustServe organizes roadside cleanup activities. They asked the City to consider hosting a service opportunity within town to allow local youth to participate.

**ACTION ITEM: Consider Approval for Water and Sewer Services to the Warner Property
– Josh Thatcher**

Josh Thatcher presented a proposed development project that he and his brother are planning on 118 acres they are purchasing from the Warners. He explained that a nearby church has already received a Will Serve for water from the City. Mr. Thatcher requested a Will Serve as well, noting that the Warners intend to annex three parcels to create contiguity with City boundaries. Once the City's moratorium is lifted, Mr. Thatcher plans to annex the 118 acres into the City to obtain full City utilities.

Resident Jesse Byrum spoke in support of the project, stating that the City needs to grow and that City services are nearby and would be accessible for the proposed development.

Karen Warner asked whether livestock would still be permitted if the property were annexed. Mayor Datwyler stated that the City has allowed livestock in similar situations in the past and he did not anticipate that changing. Ms. Warner also noted she would consult the County regarding potential tax implications of annexation.

Mayor Datwyler reminded the Council that the recently approved Will Serve for the church included water only; they did not request sewer. Mr. Thatcher is requesting both water and sewer services.

Councilman Stone asked how much additional load the development would place on the sewer treatment plant and water system, and whether the project would be proactive in meeting surface water expectations. Mr. Thatcher stated he is working with Mountain West Engineering and that the property is expected to be zoned R-1 for single-family homes, but he does not yet have exact figures for utility impact.

Councilman Espinosa asked whether the development would connect to the same line as the church. Mr. Thatcher indicated he was unsure how much detail he could share while the church remains in negotiations. Mr. Bradley explained that the line will be looped, and while the minimum size is six inches, the City typically upsizes lines to accommodate future expansion. Mr. Thatcher added that the same engineering firm is assisting both the church and his project, allowing for coordinated planning if both projects proceed.

Councilman Stone made the motion to approve the Will Serve letter for Sewer and Water, Contingent upon Annexation once the Moratorium is lifted and the Property is made Contiguous and Constructed in Accordance with City Code, seconded by Councilman Espinosa.

All in favor Say Aye.

Motion passed unanimously.

ACTION ITEM: Consider Approval of Keller Associates for Irrigation Facility Planning Study

Jaden Jackson with Keller Associates discussed the importance of conducting a feasibility study should the City consider taking on responsibility for an irrigation system in the future. He emphasized that such a study would help determine the scope, cost, and viability of creating a system where none currently exists. The Mayor reiterated that the City remains in the early planning and information-gathering stages. The Mayor and Council requested that Keller Associates return with a proposal for the study.

No Motion Needed

ACTION ITEM: Update with Mike Byers, Airport Manager on Airport Board Decisions and Consider Approval of Equipment Purchases (to be reimbursed to the City)

Michael Byers reported on the Airport Board meeting held the previous week. He noted that the Airport continues working toward greater self-sufficiency, completing many tasks internally, with larger projects funded through their allotted budget. He also updated the Council on Jim Burnard's ongoing development of an industrial park adjacent to the 16 acres he previously sold to the Airport. The Airport Board has established that any future construction in that area will be subject to a lease and access fee, though no hookup fees will be charged. Mr. Burnard has already funded the remaining runway and taxiway extensions needed to connect his property to the Airport.

1. Infrastructure Request Mr. Byers explained that a gas line was recently installed, and additional hangar owners have expressed interest in connecting to it. He requested approval to increase the connection fee from \$3,000 to \$6,000. Mayor Datwyler noted uncertainty regarding whether Council approval was required, as he did not recall the Council previously approving Airport Board fees. Mr. Byers stated he had consulted with Mr. Swager and was advised that increases above a certain percentage must come before the Council. He added that the Airport Board held a public hearing on the matter before bringing the request forward.

2. Part-Time Airport Manager Mr. Byers requested guidance on budgeting for a part-time Airport manager. He stated the position would be funded through the Airport Board's budget and asked whether the role should be structured as a City employee or as a contracted 1099 position. The Mayor recommended consulting the City Attorney for clarification and suggested reaching out to other airports to see how similar positions are handled.

3. Maintenance Equipment Mr. Byers discussed the Airport's ongoing need for maintenance equipment. He reported that State assistance was not an option and that maintenance is currently contracted out. He asked whether the City could purchase the necessary equipment and be reimbursed by the Airport. Mr. Bradley noted that the required equipment would likely cost more than \$70,000, in addition to fuel and maintenance expenses. The Mayor explained that if the City purchased the equipment, it

would simply become part of the City’s existing support for the Airport. Mr. Bradley offered to explore potential auction options through ITD.

Mayor Datwyler reminded the Council that the Airport operates similarly to the Library, with its own board responsible for approvals. The Airport Board brings requests to the Council only when expenditures exceed their budgeted allotment. He also noted that the Airport conducts fundraising to support its operations.

Invoice Review Mr. Byers presented an invoice from his contracting company for work completed during the previous fiscal year. He stated that the Airport Board had approved the work; however, the Board’s budget for that year had been fully expended, so he requested Council approval for payment. The Council discussed the importance of transparency when board members’ private businesses perform work for the City. Council members clarified that the invoice would be processed as a payment to the company for services rendered, and that future projects should follow established procurement and conflict-of-interest procedures. Because the prior-year Airport budget was already exhausted, the Council agreed to pay the invoice from the current fiscal year’s budget during the January regular accounts payable cycle.

No Motion Needed

ACTION ITEM: Consider Approval for 5-Year Renewal Contract with Axon

Chief Fullmer asked that we approve the Renewal Contract with Axon for the body cameras worn by all the Police Dept. to keep the consistency the police are used to. Mayor Datwyler confirmed there was still an escape clause in the current contract so we aren’t encumbering other Councils. It does and nothing else has changed.

Councilman Howe made the motion to Approve the 5-Year Renewal Contract with Axon after the Confirmation that it is Severable, seconded by Councilman Howe.

Action Item- Adjournment

Councilman Howe made the motion to Adjournment, seconded by Councilman Stone. All in favor say aye. Motion passed unanimously.

APPROVED _____
Richard Datwyler, Mayor

Attest _____
Kiesha Keller, City Clerk