



# MINUTES

**RIGBY CITY COUNCIL  
THURSDAY JULY 16, 2026  
7:00 PM**

Mayor Nichole Weight called the meeting to order.  
The Pledge of Allegiance was given by Councilman Bradshaw.  
The prayer by Councilman Howe.

## **ROLL CALL ATTENDANCE:**

|                            |         |
|----------------------------|---------|
| Councilwoman Melanie Allen | Present |
| Councilman Kevin Bradshaw  | Present |
| Councilman Alex Espinosa   | Absent  |
| Councilman Timothy Howe    | Present |
| Councilman Reed Stone      | Absent  |
| Councilwoman Tonya Hillman | Present |

## **ALSO PRESENT-**

City Attorney, Sam Angell (Via Zoom)  
Public Works Director, Mitch Bradley  
Police Chief, Allen Fullmer  
Planning and Zoning, Ione Hansen  
Library Director, Brittney Fielding  
Wastewater Treatment Plant Supervisor, Scott Humpherys

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## **PUBLIC COMMENT –**

**No Comment**

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## **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 – June 18<sup>th</sup>, 2026**
- B. Accounts Payable- July 2026**

**Councilman Howe made the motion to Approve Accounts Payable and the Minutes from June 18<sup>th</sup>, seconded by Councilwoman Allen.  
Motion carried unanimously.**

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**ACTION ITEM: PUBLIC HEARING: Consider the Filing of a Petition for Judicial Confirmation Water Project Loan**

**Mayor Weight Opened the Hearing at: 7:03PM**

**Overview**

Mayor Weight introduced the Public Hearing regarding the filing of a petition for judicial confirmation for the Water Project Loan. It was noted that this public hearing differs from standard hearings, as the requirement for this meeting was strictly to open the floor for public comment.

**Public Comment:**

No Comments were received

**Mayor Weight Closed the Hearing at: 7:03PM**

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**ACTION ITEM: Presentation of a Donation Check From The Hot Classic Nights Event to the Senior Citizen Center**

Adam Hall, Amber Hall, and Todd Stowell presented a check for \$15,000 on behalf of Hot Classic Nights to the Rigby Senior Center in support of the *Meals on Wheels* program. Mr. Hall expressed gratitude to the City of Rigby for supporting Hot Classic Nights as it celebrated its 22nd year as a major community event. Special thanks were extended to the Public Works Department for their efforts in preparation for the event, with recognition given to the summer park crew for keeping the park in exceptional condition. Positive feedback was shared regarding the Rigby Police Department; a visiting resident from Preston commended officers for their outstanding professionalism and presence during the Main Street drag races. In addition to supporting *Meals on Wheels*, Mr. Hall highlighted that proceeds from Hot Classic Nights also benefit local high school scholarships, The Giving Cupboard, and recently assisted in the purchase of a ladder truck for Central Fire.

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**ACTION ITEM: Request from Jefferson County for the City of Rigby to waive the Building Permit Fee for the new Water Shop**

Sgt. Lumberg from Jefferson County Sheriff's Office requested to waive the building permit fees for Jefferson County's new boathouse facility, located adjacent to the Sheriff's Office. Mr. Bradley explained to Council that because both entities are taxpayer-funded, there is a longstanding mutual agreement between the City of Rigby and Jefferson County to waive fees for intergovernmental projects.

**Councilwoman Hillman made the motion to Waive the Fees for the Building Permit for the New Water Shop for the County Sheriff, seconded by Councilman Bradshaw.**

**roll call vote:**

Councilwoman Allen-        Yes  
Councilwoman Hillman -    Yes  
Councilman Howe -        Yes  
Councilman Bradshaw -    Yes

**Motion carried unanimously.**

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**ACTION ITEM: Request from Adjacent Property Owner for the City to Consider a Lot Line Adjustment at the Pit Property to Resolve The Encroachment, with the Owner Funding all Survey Work**

Brent Davis (BD Consulting LLC), representing Caldera Structures LLC, presented a request regarding boundary line discrepancies at 500 W 1st South (the former Noreen property), which borders the City Yard. Mr. Davis explained that recent survey work showed the legal boundaries differ significantly from a cedar post fence line that has been established for 60 to 70 years, noting that strict adherence to the survey line would split existing structures, including the city shop. Citing the Idaho legal principles of boundary by agreement and boundary by acquiescence, Caldera Structures LLC requested that the City recognize the long-established fence line as the official property line. To resolve the issue, Caldera Structures LLC offered to pay all survey costs for both their parcel and the adjacent City property, with a minor adjustment near the northwest corner to accommodate planned development.

City Attorney, Sam Angell, noted that he had been briefed on the item prior to the meeting and wished to hear the presentation. He advised that the matter be tabled to allow him time to review the legal details and coordinate with City Staff to ensure it is handled correctly.

**Councilman Howe made the motion to Table per Legal Counsel, seconded by Councilwoman Allen.**

**Motion carried unanimously.**

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**ACTION ITEM: Request to Modify the 1st North Street Infrastructure Plan, Specifically to Prevent Splitting Two Commonly Owned Parcels and to Discuss Alternative Road Placement**

Nicole Briggs (231 N 5th W) addressed the Mayor and Council regarding concerns about potential road development adjacent to her residence and the neighboring property at 601 W 1st N, which she and her husband are considering purchasing. Ms. Briggs stated that road stakes were previously set near her shop, raising concerns that extending 1st North would surround her home with roadways alongside 5th West and

Hunter Creek. Providing a 2009 survey from Thompson Engineering and noting discussions with the representative of the Christiansen estate, she requested clarification on whether an official road right-of-way is planned before making an offer on the adjacent property.

**Councilman Howe made the motion to Table to have more time to discuss with Planning and Zoning further, seconded by Councilwoman Allen.**  
**Motion carried unanimously.**

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**ACTION ITEM: Consider request for City participation in the 2026 Jefferson County Guide**

The Council considered a proposal to participate in the Jefferson County Guide published by the *Jefferson Star Newspaper* to advertise city events. Following discussion, City Attorney Angell advised against utilizing taxpayer funds for this purpose, and Council members agreed that advertising the city was unnecessary given the cost.

**Councilwoman Allen made the motion to Table Request for City Participation in the 2025 Jefferson County Guide, seconded by Councilwoman Hillman.**  
**Motion carried unanimously.**

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**ACTION ITEM: *Consideration of Personnel Policy Amendment – Mobile Phone Stipend***

**Personnel Policy Amendment – Cell Phone Stipend Policy** City Staff presented a proposed amendment to the Personnel Policy allowing employees who use personal mobile phones for city business to receive a monthly stipend as reimbursement, rather than carrying a city-issued device. Staff clarified that existing city-provided phones will remain an option and will not be phased out. Following discussion, the Council approved the policy change in concept, with Staff directed to prepare a formal resolution for official adoption at the next scheduled meeting.

**Councilwoman Allen made the motion to Approve City Staff to move forward with a Resolution to Amend the Personnel Policy Mobile Phone Stipend, seconded by Councilwoman Hillman.**  
**Motion carried unanimously.**

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### **Executive Session**

**Attendees Present:** Mayor Nichole Weight, Councilwoman Melanie Allen, Councilman Kevin Bradshaw, Councilman Timothy Howe, Councilwoman Tonya Hillman, City Attorney, Sam Angell, Mitch Bradley, Allen Fullmer, Ione Hansen, Brittney Fielding, Scott Humpherys and Kiesha Keller.

**Motion to Enter Executive Session:** At 7:41PM , Councilman Howe moved that the Council enter into Executive Session pursuant to **Idaho Code § 74-206(1)(f): Litigation to Communicate with Legal Counsel Regarding the Legal Ramifications of and Options for Pending or Imminently Likely Litigation. Seconded by Councilwoman Allen.**

### **roll call vote:**

|                        |     |
|------------------------|-----|
| Councilwoman Allen-    | Yes |
| Councilwoman Hillman - | Yes |
| Councilman Howe -      | Yes |
| Councilman Bradshaw -  | Yes |

**Councilwoman Hillman made a motion to Adjourn from Executive Session:** At 8:06PM, **seconded by Councilwoman Allen.** The Council reconvened into regular open session.  
**Action Taken:** No official action was taken during Executive Session.

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### **Action Item- Adjournment**

**Councilman Howe made the motion to Adjourn. Seconded by Councilwoman Allen.**  
**Motion carried unanimously.**

**APPROVED** \_\_\_\_\_  
**Nichole Weight, Mayor**

**Attest** \_\_\_\_\_  
**Kiesha Keller, City Clerk**