

City of Rigby
Council Meeting Minutes
March 7, 2024

Mayor Datwyler called the meeting to order at 7:00 pm Thursday, Mar. 7, 2024. The pledge of allegiance was given by Becky Harrison and the prayer given by Tonya Hillman.

The mayor asked the clerk to call the roll:

Councilwoman Harrison	Present
Councilwoman Hillman	Present
Councilman Orme	Present
Councilman Wilder	Present
Councilman Howe	Absent
Councilman Stone	Absent

Also in attendance: Mitch Bradley, Chief Fullmer, Attorney Angell (via Zoom)

Public Comment:

None

2023 Audit Report

Nathan Maravilla of Jensen/Poulsen CPAs provided an overview of the fiscal audit conducted for the city for the period ending September 30, 2023. Maravilla stated that the auditor's opinion on the financial statements was favorable, often referred to as a "clean" opinion. He proceeded to discuss the financial outcomes of the city, highlighting an increase in cash and investments across various funds. In addition, he mentioned the funds acquired through the Coronavirus State and Local Recovery Fund, specifically allocated for the expansion of the wastewater treatment plant. The presentation concluded with a brief analysis of the non-major funds within the city's financial structure.

Councilwoman Harrison moved to accept the audit report seconded by Councilwoman Hillman. The mayor called for a voice poll: all in favor none opposed.

Change order of Agenda:

Councilwoman Harrison requested the order of agenda items be changed so the swearing into office the new library director could be now instead of later. Hearing no objection, the mayor asked Brittney Fielding to step forward.

Confirmation of Library Director:

Councilwoman Hillman moved to approve the appointment of Brittney Fielding as the library director with her effective date of hire be February 12, 2024, and the pay be adjusted back to that date, seconded by Councilman Wilder.

The mayor asked the clerk to poll the council:

Councilwoman Harrison	Yes
Councilwoman Hillman	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

The mayor gave the oath of office to Brittney Fielding as the new library director.

Police Certification of Officers:

Chief Fullmer introduced Officer Harris to the council and awarded him with a certificate of completion for obtaining his basic law enforcement certification.

Following that, he recognized Officer Parkinson and K-9 Hero for successfully completing their drug enforcement training in narcotic detection. It was mentioned that Officer Parkinson and K-9 Hero underwent their training in Alabama during October and November.

Rocky Mountain Aid to Construction Agreement:

The airport is in the process of expanding its services to accommodate the construction of additional airplane hangars. In order to facilitate this expansion, additional services are required. Rocky Mountain has proposed an aid to construction agreement which mandates that the airport provide a match of \$12,685.17 for the installation of service lines.

Councilman Wilder moved to approve the agreement with Rocky Mountain Power seconded by Councilman Orme.

The mayor asked the clerk to poll the council:

Councilwoman Harrison	Yes
Councilwoman Hillman	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Approval of new Beer/Liquor License:

The owner of the Office Bar sold her business to Alex and Brenda Aerts which requires a new beer and liquor license.

Councilwoman Harrison moved to approve the beer and liquor license for the Solids and Strips Bar seconded by Councilwoman Hillman.

The mayor called for a voice poll: all in favor none opposed.

Cancellation of Council meetings – March 21 and July 4, 2024:

The mayor announced on the evening of March 21 that the chamber of commerce will be hosting its annual Farmer/Merchant Banquet. During this event, the city's employee of the year and police officer of the year will be recognized. The mayor encouraged members of the council to attend this event. Additionally, the mayor suggested that the council consider cancelling or rescheduling the regular council meeting on July 4, as it conflicts with the city's Independence Day celebration. The council agreed that cancelling both meetings would be appropriate.

Councilman Wilder moved to cancel the council meeting of March 21, 2024 and July 4, 2024 seconded by Councilwoman Harrison.

The mayor called for a voice poll: all in favor none opposed.

Resolution Disposal of City Property:

The attorney has prepared an ordinance outlining the protocol for the city in regards to the disposal of city property. One concern raised was the allocation of proceeds to the appropriate fund. The clerk suggested that all sale proceeds should be directed to the capital improvement fund for the sake of simplicity, as most major equipment purchases are made from this fund. It was decided, after further discussion, to amend paragraph D-5 to specify the capital improvement fund as the designated fund. A revised version of the ordinance will be prepared and presented at the upcoming council meeting.

Parking Lots:

Mitch Bradley reported that the owners of Maverick and the Lub Shop have raised concerns regarding individuals lingering in the parking lot behind their establishments. This issue has led to problems with litter being discarded on the premises, resulting in their employees having to regularly clean up the area. One proposed solution to address this issue is the installation of streetlights and the implementation of signs indicating fines for littering.

January 2024 Financial Statements:

The clerk reviewed the excel spreadsheet of budgeted revenues/expenditures to actual. With the receipt of the property tax collections the funds that receive tax dollars are back in budget for revenues. The two funds still below budgeted revenues, rodeo and airport, have yet to begin their seasonal operations. As for expenditures, all are below 34%, including the departments in the general fund. As for journal entries, the recurring charges and credits in the internal service and recording of interest earnings, which are higher than in previous years are standard entries.

Farmer-Merchant Banquet:

The mayor reminded the council of the Farmer-Merchant Banquet on Thursday March 21. If anyone wanted tickets, the city would purchase them and let the clerk know and he would order them.

Review and Approval of Minutes:

Councilwoman Harrison moved to approve the minutes of February 15, 2024, seconded by Councilman Orme.

The mayor called for a voice poll: all in favor none opposed with Councilman Wilder abstaining.

Review and Approval of Bills:

Councilman Orme asked Mitch Bradley several questions concerning expenditures on several of the line items. Councilman Wilder moved to approve the bills for payment seconded by Councilwoman Hillman.

The mayor asked the clerk to poll the council:

Councilwoman Harrison	Yes
Councilwoman Hillman	Yes
Councilman Orme	Yes
Councilman Wilder	Yes

Executive Session:

The mayor stated there was no new information to present or to discuss and he therefore cancelled the executive session.

Adjournment:

Councilwoman Harrison moved to adjourn seconded by Councilman Orme.
The mayor called for a voice poll: all in favor none opposed.

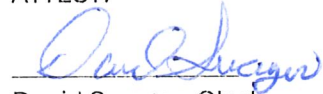
Council ended: 8:15pm

CITY OF RIGBY



Richard Datwyler, Mayor

ATTEST:



David Swager, Clerk