

Bancroft City Council  
Monday, October 14, 2019  
Meeting Minutes of the Mayor and City Council for Bancroft, Idaho

Roll call showed the following council and staff members present:

Rick Hatch, Mickelle O'Brien, Scott Hayden, Carrie Yost, Mayor Spencer, and Clerk Swensen  
Others in attendance: James Ackerman, Eric Hobson, LuCus Spencer, Dusti Spencer, Roene Butcher, Elizabeth Call, Katie Hatch, Sheriff Wells, Deputy Owens, MaLissa Barfuss, Michael Graham, and Ryder Anderson.

Pledge: Council President, Rick Hatch

Prayer: Council Member, Carrie Yost

Item: 1 Call to Order: Council President, Rick Hatch called the meeting to order at 7:00 pm

Item: 2 Accept Agenda

Cm, Carrie Yost motioned to accept the agenda as stated.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 3 Sheriff Wells-Reports

Sheriff Wells informed the city council that the 35 mph sign coming in to Bancroft is down and needs to be put back up as soon as possible. Kelly does not have any other items to report due to his statistics officer is out of town. Council members do not have any questions for Kelly at this time.

Item: 4 Minutes

Cm, Mickelle O'Brien made a motion to accept the minutes from the September 2019 council meeting.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 5 Accounts Payables

Cm, Carrie Yost made a motion to pay the accounts payables for September 2019.

Cm, Mickelle O'Brien 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 6 Appointment of Mayoral Position

Clerk Swensen read the Oath of Office to LuCus H. Spencer. The oath was repeated and signed by Mr. Spencer. A copy of the oath will be on file at the city office. A certificate of appointment was signed and given to the new Mayor for his personal records.

Cp, Rick Hatch made a motion to appoint LuCus H. Spencer to the Mayoral position for the city of Bancroft. Cm, Carrie Yost 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 7 Main Street Chip Sealing Bid

Council president, Rick Hatch got a bid from the county to chip seal the Main Street. The city would pay for the oil, chips, plus time and a half pay for the county employees. The county would be able to start the project in June of 2020. The city would need to start storing the chips as soon as possible. Maintenance worker, Michael Graham suggested storing the chips by the sewer lagoons. The estimate came in at about \$24,000 per mile. There are a couple of options for purchasing the chips. Nucor in Utah has a good quality chip or a cheaper chip can be purchased in Pocatello. According to previous maintenance worker, James Ackerman the Nucor chips have been known to last longer and be a better quality chip.

Due to current budget constraints the council decided to table the project and purchase of the chips.

Cm, Yost made a motion to table the discussion for chip sealing Main Street until December 2019.

Cm, Mickelle O'Brien 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 8 Eric Hobson-Caribou Co. EMS

Eric informed City Council that Caribou Co. EMS is in desperate need of EMT's. The next training will be held on November 14<sup>th</sup> at 6:00 p.m. and will run through March. The class is a minimum of 144 hours. Eric informed council that this is a highly needed and important service for the communities. Eric brought some applications that will be available at the Bancroft City Office. Clerk Swensen will put the information out to the public in the upcoming fall newsletter.

Item: 9 Line Striping-Jonathan Braack

North Gem Superintendant Braack was not present and did not contact the city.

Item: 10 Building Permits

Council Member, Yost presented three building permits to the city council. Yost has measured and verified the information on each permit.

Dusti and LuCus Spencer submitted a permit to re-construct an existing awning and concrete pad.

Cm, Carrie Yost made a motion to approve the permit.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Rich Foster submitted a permit to build a deck on the back of his house.

Cm, Carrie Yost made a motion to approve the permit.

Cm, Mickelle O'Brien 2<sup>nd</sup> the motion. Motion passed 4-0.

Max and Roene Butcher submitted a permit to build a fence in place of an old existing fence.

Cm, Carrie Yost made a motion to approve the fence permit.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 11 Dale Wistisen-Land Development Proposals

Dale was not present and did not contact the city.

Item: 12 Forsgren Associates-Main Street and Valley Gutters

Engineer, Aaron Swenson informed the city council that Mayor Lester had added four (4) valley gutters to the contract that were not part of the original contract. The city will need to pay the 10% match plus the additional cost of the gutters with the final payment. Aaron completed a final walk through last week and had a couple items of concern. Aaron informed council that when the contractor came back to patch the asphalt they damaged the curbs with their roller, taking chunks of concrete out of it. Aaron has informed the contractors of his findings and asked them to submit a proposal stating what they are willing to do to fix the problem. Aaron asked the city council to go look at both areas that were damaged on the south end.

Another issue that was found was with the asphalt portion of the project. Somehow the subcontractors (Depatco) switched asphalt plants halfway through the project. They had turned in an asphalt submittal stating a certain plant they had gotten the asphalt from. When Forsgren came to do the testing, the numbers did not match. The engineers contacted Depatco and found out they had switched asphalt companies halfway through the project. The city council expressed strong concerns about the life span of the asphalt and concrete and if it will hold up as long as it should and will need to. Aaron agrees with the council concerns and will try to negotiate with the contractor. Aaron informed council that approximately 40 feet of the curb would need to be torn out and reconstructed. Cm, Yost asked if the city would eventually be able to install more infiltrators on Main Street for faster drainage. Aaron informed the council that the project was designed to allow for additional infiltrators. The inlet and pipes are there and easy to access in the future.

Cm, Mickelle O'Brien made a motion to have the asphalt Co. (DepatCo) re-do the asphalt project.

Cp, Rick Hatch 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 13 Signage-Chesterfield Town Site & Gilbert Rd.

There have been multiple people express their concerns about the signage to the Chesterfield Town Site. Tourists have complained that the signs are difficult to find and to read due to not being visible from different directions. Cp, Hatch noticed that there is a faded sign up high on a power pole by the post office. Cp, Hatch will contact the Chesterfield Foundation committee about getting a new sign and possibly putting the sign in a better location. The city will donate the pole and put the sign up.

Cp, Hatch explained to council members that there is an issue with the Gilbert Road sign. According to the current city and county records the sign should say "Gilbert Lane". This change possibly took place when the emergency system came in and made address changes.

Cm, Mickelle O'Brien made a motion to order a new sign that says Gilbert Lane.

Cp, Rick Hatch 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 14 Maintenance Clothing Allowance & Purchase of Game Cameras

Clothing-maintenance workers asked if an annual clothing allowance is going to continue and what amount they can plan for. Council members agree to continue giving maintenance workers a clothing allowance but want to read the city policy and look for previous receipts or records before setting the amount.

Cp, Rick Hatch made a motion to table the clothing allowance for the November Agenda.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Maintenance would like to purchase a couple of game cameras to monitor the alleyways. There have been several situations with residents dumping debris and personal items in the alleyways.

Cm, Scott Hayden made a motion to purchase three (3) game cameras.

Cm, Mickelle O'Brien 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 15 Back-up Water Meter Stand

Maintenance would like to have a back-up water meter stand due to the long wait with the last stand. The cost will be approximately \$340.00. Cm, Yost suggested waiting until the January when the property tax revenue is in.

Cm, Yost made a motion to purchase the back-up water meter stand in January 2020.

Cm, Mickelle O'Brien 2<sup>nd</sup> motion. Motion passed 4-0.

Item: 16 Plow for Skid Steer

Maintenance workers have looked at a couple of different plows for the skid steer. The Caterpillar (CAT) plow will run approximately \$5,000. The off brand plow was a little less money. Mayor Spencer asked maintenance to look in to getting a blade that has a wrap-around edge for curbs. Mayor Spencer asked if the city still has a 4x4 Ranger with a plow on it. Maintenance workers informed council that the Ranger has not been running well. Council would like to hold off a bit on purchasing the skid steer plow and focus on getting the snow plow from the county.

Item: 17 Purchase of County Snow Plow

Cp, Rick Hatch contacted the county regarding the purchase of their plow. The county would like the city to pay for the plow in full. In order to set up a payment plan they would need to get permission from the county commissioners. The price of the snow plow is \$15,000. Council Members would like to check into financing the plow and then paying the loan off in January when the property tax money comes in.

Maintenance worker, Ryder Anderson asked if anyone has done a thorough check on the plow. Mayor Spencer is aware that the county has had to charge the batteries and agreed to check out the plow.

Cp, Hatch made a motion to purchase the county snow plow through bank financing.

Cm, Carrie Yost 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 18 Teuscher Square Pavilion

Cm, Carrie Yost informed council that she has not heard back from the contractor that had agreed to give the city a 2<sup>nd</sup> bid. She has made several attempts to get a bid from him. Council members are concerned about the winter causing further damage and would like to get the roof on and finish the repairs as soon as possible. The first bid was very reasonable and the contractor will be able to complete the project before the Lighting of Teuscher Square.

Cm, Scott Hayden made a motion to hire the contractor that submitted the 1<sup>st</sup> bid to complete the project. Cm, Carrie Yost 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 19 Preparations for Lighting of Teuscher Square

Clerk Swensen contacted Shirley Christensen about cooking the chili for the Lighting. Shirley is planning to make the chili again this year. Council would like to have chili, hot dogs, and cinnamon rolls. Clerk Swensen will contact Shirley to see if she would also make the cinnamon rolls.

Council would like to rent a Santa Claus suit for this year and purchase a suit after the holidays.

Resident, Roene Butcher volunteered to serve food at the Lighting with Council Members.

Clerk Swensen contact the school to see if one of the High School boys would be Frosty this year.

Item: 20 Properties in Code Violation

Mayor Spencer suggested sending Courtesy letters out to the residents in code violation giving them a deadline to get their property in compliance with the city codes. Due to cold weather conditions council would like to table the topic until February of the upcoming year.

Cm, Mickelle O'Brien made a motion to table the topic for regular council meeting in February of 2020.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 21 Newsletter Items

Council Members would like to send out a fall newsletter informing residents of the upcoming events and expectations including: Fall Clean-up, Lighting of Teuscher Square, dog license fees, no dumping in alleys, EMS training, removing cars off of the Main Street and 1<sup>st</sup> between the hours of 12:00 p.m. and 8:00 a.m. for snow removal. Cm, Yost and Clerk Swensen will get the newsletter out in the next week.

A resident expressed concerns about people piling snow in other residents yards when they help plow the snow. Council members agree that this has been a problem in the past and will address the issue if it happens again this year.

Item: 22 Park Regulations and Fees

Cp, Hatch informed council that the city had a situation at the park where campers came in and tried to stay for several weeks while working in the area. The National forests allows up to fourteen (14) days maximum. Maintenance commented that it is hard maintenance and water the park properly when people stay for long amounts of time. Council members agree that there needs to be a limit on reservations. A resident that lives by the park commented that the current campers have been running loud generators past the city curfew hours. Council would like to discuss the fees and reservations in January.

Cp, Hatch made a motion to table the park regulations and fees until January 2020.

Cp, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 23 Review New Bid for Sewer Lagoon Lining

Forsgren Associates submitted a bid to the city for the lining of the sewer ponds. The city does not have the amount of revenue it will take to line the sewer ponds and will need to continue trying to get a grant. Council members discussed issues of the old lining that is not holding water and the pond not filling fast enough for the seepage test. Council discussed using the city's water that comes out of the railroad springs to help fill the pond. Mayor Spencer suggested purchasing and bentonite a little at a time due to the high cost.

Mayor Spencer asked the maintenance workers to get prices on bentonite. The Department of Environmental Quality will continue to work with the city as long as the city is working to find grants and resolve the issues.

Item: 24 City Comprehensive Plans

Council members would like to take the City Comprehensive Plan home and spend some time reviewing the details.

Cp, Rick Hatch made a motion to table the discussion of the Comprehensive Plan for the November meeting. Cm, Mickelle O'Brien 2<sup>nd</sup> the motion. Motion passed 4-0.

Council and Staff Reports

Cm, Scott Hayden asked if the city is planning to mark the fire hydrants with poles for protection during snow removal. Mayor Spencer will get some flags to mark the hydrants for this year.

Cm, Scott Hayden had a resident come to him with concerns about the leak from the city railroad water line that runs through the residents property. The city has repaired the line up to a reasonable cost in the past. Council discussed that the resident is using the water at no cost to water his livestock and crops.

Council would like to find a long term solution but will need more time to discuss the situation.

Maintenance workers reported a damaged fire hydrant located on David's Drive. Mayor Spencer advised maintenance to get prices on a new hydrant.

Clerk Swensen contacted the Association of Idaho Cities regarding the pickup and garbage truck that did not sell at the city's public auction. The city has the option to sell the items now that an attempt to sell in the auction has been made. The only stipulation is that the items cannot be sold to employees or elected officials.

Cp, Rick Hatch met with the resident that owns the property adjoining to the city park. The city currently has three (3) RV pads on a portion of her property. The property owner will sell that portion or work out another solution so the city can keep the RV sites for campers. Council Members discussed options and would like to get more information from the surveyor before going forward with the decision.

A local resident asked if the city could post the meeting minutes on the website. Clerk Swensen will work on getting the minutes uploaded to the city website.

Cm, Mickelle O'Brien mad a motion to post meeting minutes on the city website.

Cm, Scott Hayden 2<sup>nd</sup> the motion. Motion passed 4-0.

Adjournment

Cm, Scott Hayden made a motion to Adjourn Regular Council Meeting at 8:45 p.m.

Cp, Rick Hatch 2<sup>nd</sup> the motion. Motion passed 4-0.



Recorded by: ds  
City Clerk /Debbie Swensen

11-14-2019  
Date Accepted by Council



Mayor, LuCus H. Spencer