

Bancroft City Council
Monday, October 10, 2022
Meeting Minutes of the Mayor and City Council for Bancroft, Idaho

Call to Order: Mayor Spencer called the meeting to order at 8:00 p.m.

Roll call showed the following council and staff members present:

Joseph Perry, Eric Christensen, Rick Hatch, Mayor Spencer, and Clerk Swensen

Others in attendance: James Ackerman, MaLissa Barfuss, Dusti Spencer, Aaron Swenson, Sheriff Adam Mabey and Deputy Roper.

Pledge: Mayor Spencer

Prayer: Clerk Swensen

Item: 1 Agenda

Cp, Rick Hatch made a motion to approve the agenda as stated.

Cm, Joseph Perry 2nd the motion. Motion passed 3-0.

Item: 2 Minutes

Cm, Eric Christensen made a motion to pass accept the minutes for the September 2022 meeting.

Cp, Rick Hatch 2nd the motion. Motion passed 3-0.

Item: 3 Accounts Payables

Cm, Eric Christensen made a motion to pay the accounts payable for September 2022.

Cm, Joseph Perry 2nd the motion. Motion passed 3-0.

Item: 4 Forsgren Associates

Aaron Swenson discussed the process it takes to do a sewer project through DEQ. The city council asked the engineers to apply for the sewer planning study approximately one year ago. Aaron explained that this was a 2-step process that started with the letter of intent that was submitted last January. Aaron explained that DEQ reviews all letters and then will choose the highest priority projects. Bancroft was selected in this process; followed by the submittal of the actual application. The chances of being funded are high this year due to ARPA funds. The grant will be a 50% match. The city will be expected to fund the project up front and then be reimbursed the 50% upon completion.

If the DEQ has any further questions they will contact the engineers. Any updates made to the contract will require the contract to be resigned. Aaron explained that part of the application process was for the city to list three alternative choices. The first one listed was the "do nothing" which means does the city would choose to not treat or not complete the project. The second option is to line cells 1 and 2 only. The third option is to line all 3 ponds and then use mechanical evaporators following the completion. Aaron is confident the ponds will qualify due to the poor condition and leaking but they will need to be re-checked for a current analysis. The engineers cautioned the city against doing a treatment plant or land app; which is spraying the ponds. Cities are required to use an engineer in order for DEQ to release funds. The engineers will check the city's status and keep everyone informed as they get new information.

Cm, Joe Perry asked when the city will get an answer from DEQ. Aaron informed council members that he should be hearing something in the next month or two.

Cm, Eric Christensen asked what the current and projected pond capacity is. Aaron will check the records for accurate numbers when he returns to his office.

Aaron asked if the city has ever worked with SICOG. The city has been working with SICOG to update the Comprehensive Plan.

Aaron suggested contacting SICOG and asking them to help put together a funding package including grants and loans to aid the sewer project.

Aaron will be back sometime around December to update and discuss the planning study. The engineers are close to being done with the transportation study.

The city was awarded the sidewalk grant but will need to re-open the budget to include the funds. The sidewalk project will have to go through the legal open bidding process. The money has been received and will need to be used within one year due to being ARPA funds. State statutes require the city to put out open bids on capital projects. The CDC uses templates for small town bid notices. Aaron will send a template to the city.

Council President Rick Hatch, asked to be excused from his council seat

Item: 5 Jaram Jones-Project Consultant for Rick & Katie Hatch

Jaram is the consultant for Rick and Katie Hatch. Rick and Katie have purchased 55 acres on the east side of Bancroft. Rick and Katie intend to develop the land and put in a subdivision. Council members were given a packet of information regarding the intent. The packet contains a map of the property, letter of intent, and an annexation request. Cardon Payne surveyed the land and put together an exhibit map that is in the packet. Jaram explained that the property is outside the city limits currently but Rick and Katie would like to annex the property into city limits.

Rick and Katie would like to make the property a medium density residential community with mostly one acre lots intended for single family residences. If there is not enough interest in single family resident lots, they will explore different options. Jaram explained that this is a large project and will be risky for Rick and Katie due to the cost of roads and utility structures. Rick and Katie hope to provide residential opportunities for 2nd generation families so they can move back home. They also hope to allow like-minded individuals to relocate to Bancroft. The growth will be beneficial for the school system, city, and the businesses. The Hatches are working with Caribou County Road and Bridge on the entrance and exit roads. Jaram noted that the maps show the city park water source is a safe distance from the newly purchased property.

Jaram will submit a written petition for annexation and pay any fees required by city code.

Jaram shared some of the subdivision details and explained where they could potentially put the water lines and other types of utilities. Jaram suggested possibly putting in a sidewalk which would allow the residents safe access to the park and Main Street.

Jaram informed council that they would like to connect to the city's water system. Council members discussed water line sizes and possible options for connection. Council will need more time to review the maps to make sure water flow is sufficient to the subdivision. Jaram informed council that they will need to put in individual septic systems if they cannot connect to the city's system.

Jaram would also like to visit with the fire department and evaluate the necessity for hydrants and the placement.

Council members agree to consult with the city attorney before making any further decisions.

Cm, Eric Christensen asked at what point would take over the maintenance. Jaram informed council that every city is different. It depends on what the city requires and what are the expectations for things to be satisfactory before signing off on the plat. Council will have to discuss the expectations and requirements. No decisions were made. Jaram thanked the council for their time.

Council President, Rick Hatch returned to his council seat.

Item: 6 Sheriff Mabey-Updates on Speed Reader

The Sheriff's department set up a speed reader in Bancroft to monitor speed of traffic. The average speed was 10 mph. and the maximum speed was 31 mph. Cm, Perry asked if the Sheriff's Department would be willing to bring the speed reader back occasionally. Cm, Perry feels like it really helped to slow traffic. Sheriff Mabey agreed to bring the speed reader when needed. Council members thanked Sheriff Mabey for his time and the updates.

Item: 7 Purchase of items for The Lighting of Teuscher Square

Council members agree they need to replace the snowman that quit working and also replace the street and tree lights that do not work. The Maintenance and Clerk Swensen will get the items needed. All council members have been assigned to help with the lighting of the square.

Cp, Rick Hatch asked clerk Swensen what treats were served last year.

Mayor Spencer informed Rick that the city served donuts, cookies, and hot cocoa. Last year the North Gem High School students helped repair some of the lights and painted and a large candy cane with their name on it. The city gave each student their candy cane after the event. Council would like to do this project with the students again. Maintenance will be putting up the lights the next couple of weeks.

Santa Claus, Frosty, and possibly Mrs. Claus will be coming to the square on the city fire truck. Cm, Joe Perry asked if the Santa suit is in good shape. Clerk Swensen noted that the suit is in good condition and that there wasn't any noticeable damage after last year. The suit is being kept in a rubber made seal tight Tupperware. Clerk Swensen has been working on the music, food, and gift cards for the volunteers.

Cm, Eric Christensen made a motion to replace the snowman and purchase the needed lights.

Cm, Joe Perry 2nd the motion. Motion passed 3-0.

Item: 8 Building Permit

Charli and Terri White submitted a permit to install a shed on their sons' property. The shed will be on a gravel pad and measure 12x28. After doing a thorough inspection, Mayor Spencer noted that one measurement would be a little off on the side bordering the neighbor's fence. After visiting with the neighbor and getting his approved, Mayor Spencer and Cm, Hatch feel that all requirements have been met with no other issues.

Cm, Joe Perry asked what happens if a home sells and the new owner has an issue with passage of the set back that is off a few feet. Mayor Spencer explained that when the property is sold the purchaser agrees to the terms of conditions as is and the agreement is signed as is.

Item: 9 MR&E Contract

Mayor Spencer informed the council members that the city attorney and MR&E have been going back and forth trying to come to an agreement on terms and conditions. The contract is for seven years but the fees have not been agreed to. The contract has been changed from its original form by MR&E. Council members trust that the city attorney to help with the legal decisions and protect the city.

Cp, Rick Hatch made a motion to approve the agreement.

Cm, Joe Perry 2nd the motion. Motion passed 3-0.

Item: 10 Properties in Violation

Council members are happy with the progress residents have made since the last violation letters were mailed out. Most individuals have brought their properties into compliance. The code enforcement office, has a couple of home owners to contact and the few that did not respond. Clerk Swensen found an address to one of the land owners and sent a letter through the mail system. Cp, Hatch asked if the weeds and grass get tall again does the city have to start over with warnings. Mayor Spencer explained that the city will send out warning letters as often as necessary. Council members discussed setting up community projects and helping the individuals that cannot physically complete the projects to meet code.

Item: 11 Tiny Homes

Mayor Spencer would like to table the topic until he has had time to get codes from other cities that are currently using tiny home codes.

Item: 12 Review Utility Accounts

Council members had requested to review all utility accounts showing charges. Clerk Swensen printed the reports showing all active resident accounts and charges. The reports include water, sewer, and garbage charges. The reports include account name, number, address, and codes that set the payment rates. Clerk

Swensen explained how to read the reports using the codes that set the rate. Council members reviewed the reports and asked a few questions.

Item: 13 Items for Publishing

Council would like to remind residents to license their dogs by Feb 1st and also remove vehicles off the streets during heavy snowfall.

Item: 13 Council and Staff Reports


Maintenance worker, Casey Moreland informed council members that the control panel on the city pump has quit working. Mayor Spencer called a local company but they were too busy to look at the pump. Casey contacted Pump-co and they will be here in the next couple of days. In the mean-time the city is running the backup pump. Mayor Spencer explained that the pump alarm was kicking on every 10 to 15 minutes.

Mayor Spencer was approached but the school maintenance worker regarding a fence falling down on the east side of the football field. The fence borders the city and the school. The school's maintenance worker would like to put in some posts and have a retractable cable he can pull back for mowing, weed eating, and other maintenance. Mayor Spencer asked council what they thought about splitting the cost. Council members would like to wait for the school to decide what they are going to do.

Adjournment

Cp. Rick Hatch made a motion to adjourn the meeting at 9:30 p.m.


Cm, Joe Perry 2nd the motion. Motion passed 3-0.



Recorded by: ds

City Clerk /Debbie Swensen

11-14-2022
Date Accepted by Council


Mayor, LuCus H. Spencer