

Bancroft City Council  
Monday August 11, 2025  
Regular Council Meeting  
Meeting Minutes of the Mayor and City Council for Bancroft, Idaho

Roll call showed the following council and staff members present:

Jessica M. Vawser, Eric Christensen, Trevor Parsons, Jessica Thurman  
Mayor Spencer, and Clerk Swensen

Others in attendance: James Ackerman, Mike Ackerman, Austin and Keedrin Vawser, City Attorney/Ethan Rawlins

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

Pledge: Mayor Spencer

Prayer: Cm, Eric Christensen

Item: 1 Agenda Amendment

Cm, Eric Christensen made a motion to amend the agenda, adding the accounts payables and minutes due to an accidental removal during the completion and printing process.

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

A roll call vote was taken to amend the agenda. Cm, Eric Christensen =YES, Cm, Jessie Vawser =YES, Cm, Trevor Parsons =YES, Cm, Jessica Thurman =YES.

Item: 2 Accept Agenda

Cm, Eric Christensen made a motion to accept the amended agenda.

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

Item: 3 Minutes

- 1) Special Meeting 7-14-2025 Council and Fire Chief Appointment  
The special meeting was canceled due to the members not being present to appoint.
- 2) Public Hearing 7-14-2025 Memorial Park Grant  
Cm, Jessica Vawser made a motion to approve the minutes from the public hearing on 7-14-25.  
Cm, Eric Christensen 2<sup>nd</sup> the motion. Motion passed 4-0.
- 3) Public Hearing Sewer Rate Increase 7-14-2025  
Cm, Eric Christensen made a motion to approve the minutes from the public hearing on 7-14-25.  
Cm, Trevor Parsons 2<sup>nd</sup> the motion. Motion passed 4-0.
- 4) Regular Council Meeting 7-14-2025  
Cm, Eric Christensen made a motion to approve the minutes for Regular Council held 7-14-25.  
Cm, Trevor Parsons 2<sup>nd</sup> the motion. Motion passed. 4-0.
- 5) Pre-Budget Hearing 7-14-2025  
Cm, Jessica Vawser made a motion to approve the minutes from the pre-budget hearing 7-14-25.  
Cm, Jessica Thurman 2<sup>nd</sup> the motion. Motion passed 4-0.
- 6) Special Meeting 7-22-2025  
Cm, Jessica Thurman made a motion to approve the minutes from special meeting on 7-22-25.  
Cm, Eric Christensen 2<sup>nd</sup> the motion. Motion passed 4-0.

Item: 4 Accounts Payable

Cm, Jessica Vawser made a motion to pay the accounts for June and July 2025.

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

Item: 5 Budget for FY 2025-2026

Cm, Jessica Vawser made a motion to approve the budget for Fiscal Year 2025-2026.

Cm, Trevor Parsons 2<sup>nd</sup> the motion. Motion passed 4-0.  
A roll call vote was taken: Jessica Vawser = YES, Eric Christensen = YES, Trevor Parsons = YES,  
Jessica Thurman = YES.

**Item: 6 Appropriations Ordinance for FY 2025-2026**

Cm, Eric Christensen made a motion to approve the appropriations ordinance for FY 2025-2026.  
Cm, Jessica Vawser 2<sup>nd</sup> the motion. Motion passed 4-+0.

**Item: 7 Sewer-Utility Rate Increase**

Council discussed the public hearing including professional recommendations and studies regarding the current sewer rates being too low.

Cm, Eric Christensen made a motion to increase the sewer rates to a \$50.00 flat rate starting with the new budget on or close to October 2025.

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

**Item: 8 Rezone-Austin and Keedrin Vawser from I-1 (Industrial) to A-1 (Agricultural)**

Residents, Austin and Keedrin Vawser submitted an application for rezone of lots 13 through 16, block 2, of Dolbeer Subdivision from I-1 Industrial to A-1 Agricultural. The property for rezone is located at 155 N. Roosevelt Ave. The public hearing results were discussed in full. Mayor Spencer visited the lots and does not have any concerns regarding boundary lines or setbacks. Council has no further issues, questions, or concerns regarding the application for rezone.

Cm, Trevor Parsons made a motion to approve the application for rezone of lots 13-16, block 2, Dolbeer Subdivision.

Cm, Jessica Thurman 2<sup>nd</sup> the motion. Motion passed 3-0. Jessica Vawser abstained due to being a relative of the applicant.

**Item: 9 Concrete for Airport Tetrahedron**

Mayor Spence and the council reviewed the bids that came in from two contractors.

Cm, Jessica Vawser made a motion to hire Morco to do the concrete pad for the tetrahedron at the airport.

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

**Item: 10 City Hall Entrance Windows**

The window on the south side of the City Hall front entrance was broken during a wind storm from a fallen tree.

Council discussed replacing both windows so they match. Hansen glass out of Preston has submitted a bid of approximately \$550 for both windows.

Cm, Eric Christensen made a motion to purchase both windows for the City Hall entrance.

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

**Item: 11 Building Permits**

**Austin and Keedrin Vawser-Building Permit-New Home**

Mayor Spencer went to the building site to look at setbacks and boundaries. The applicant's plan is compliant with all codes and setback requirements. The property owners will be hooking up to city water but not city sewer due to not being available in their location. The residents will be installing a new sewer drain field. Upon visiting the building site, Mayor Spencer does not have any concerns or questions regarding the application or plans.

Cm, Eric Christensen made a motion to approve the building permit for Austin and Keedrin Vawser.

Cm, Trevor Parsons 2<sup>nd</sup> the motion. Motion passed 3-0. Cm Jessica Vawser abstained due to being a relative of the applicant.

**Ellis and Elizabeth Call-Water Hydrant**

The resident would like to have Rigby Plumbing put in a water hydrant approx. 5 or 6 feet off of the main water meter. Cm, Eric Christensen asked if they plan to put in a backflow preventor on the water hydrant. Previous maintenance worker, James Ackerman stated that they are required to have a backflow preventor or waterline break on the hydrant to prevent contamination of the city water. James stated that the hydrant will suck the water back up inside and could possibly cause contamination of the city's water system. Also, if they put a hose on the hydrant and use it to water animals the hydrant will suck the water back up out of the trough which is a high risk of contamination. Maintenance worker, Casey Moreland stated that there is another problem that has come up. The

contractor working on the water has pulled the water line off of the meter. The line goes under the new sidewalk due to the water meter being on the road side of the sidewalk. They will have to dig under the new sidewalk to repair the water line and hook it back up to the meter. Council discussed the removal of the new sidewalk and will require the resident to hire a licensed contractor or professional for removal and replacement of the new city sidewalk. It needs to be done to the same quality specs as before the project. Council agreed that the application cannot be approved until the requirements have been met. Council agreed that the permit is incomplete and would like to table the topic for the upcoming agenda as long as the requirements are met. Mayor Spencer will contact the resident and the contractor to discuss the final council decisions.

Building Permit Applicant, James Ackerman will find the legal documents he needs and get back on the next agenda.

Item: 12 Backup Generator

Mayor Spencer asked council if they had a preference on purchasing a generator run on natural gas, propane, or diesel. The propane is already there with a 500-gallon tank. Mayor suggested checking to see if there is natural gas close by which can be converted over if needed. Council agreed to check on natural gas location and revisit the topic in September.

Item: 13 Sewer Pump

Maintenance worker, Casey Moreland hasn't heard from the vendor yet regarding prices on a sewer pump and accessories.

Item: 14 Bentonite Pricing

Mayor Spencer informed council that the city sewer pond is approx. 4 acres (300 x 50) and the amount of bentonite needed is between 125 and 250 tons. The recommendation is 2.5 pounds per square foot for a 5-7 ft. deep pond which equals approx. 218 tons of bentonite. Council is concerned about the high cost and worry that there may be other costs to meet state requirements. Council would like to have Amanda with SICOG in attendance at the next meeting to answer questions and discuss updates of the recent study before moving forward.

Item: 15 Animal-Public Safety and Fines

Council would like to discuss the current issues in executive session and revisit the revision of related codes.

Item: 16 Summer Help Job Title Duties Listed

Council discussed having a list of job title duties and set hours for the part-time summer helpers. Council agreed that a list will help so everyone knows their job and expectations. Cm, Vawser reminded council that the recent applicant was available for more hours when she applied but was offered another job before council made a decision. Mayor Spencer asked council to put together a list of duties and work hour requirements to discuss in September.

Adjournment: Cm, Eric Christensen made a motion to adjourn regular council meeting and enter executive session Idaho Code 74-206 (f)

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

A roll call vote to enter executive session was taken. Cm, Vawser =Yes Cm, Christensen =YES Cm, Jessica Thurman =YES, Cm, Trevor Parsons =YES.

Cm, Jessica Vawser made a motion to end executive session and re-enter Regular Council Meeting.

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

Council Reports

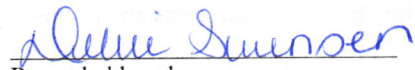
Cm, Jessica Vawser advised council that she saw a women standing inside the door of the old city shop and told her it was private property. As Cm, Vawser drove around the corner she saw kids run out of the bay where the fire truck is parked. Maintenance informed council that the door is not locked so the fire department can get to the fire trucks when needed. Cm, Eric Christensen commented that the garage door needs fixed or replaced so the building is functional and items inside are safe. Cm, Mayor Spencer would like maintenance to get quotes on locks and a new garage door with an opener. Council asked maintenance to post no trespassing signs on the doors. Cm, Parsons will measure one he has to see if it will work on the shop.

Cm, Vawser was told that there is a couple living in a camper outside their parents' home. Mayor Spencer asked code enforcement to watch the situation and let the residents know they cannot live in an RV. If they are temporarily visiting family for the weekend, they are fine.

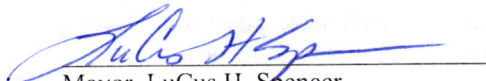
Cm, Jessica Thurman asked what the city policy is regarding conex boxes in town. Mayor Spencer advised that another resident filed a permit to bring in a conex box that was intended to be eventually be a living quarter. The city denied the permit due to not meeting state specifications and needing prior approvals. The city would require an approved building permit plan. The conex would need to be painted and presentable to meet city code. Clerk Swensen will be gone to Boise for the Idaho City Clerks and Treasurers Conference in September. Resident, Rick Hatch contacted the mayor to see if the city will allow him to hook into the water line on Rigby Road when he builds his home there. They have been contacting contractors and hoping to be moving forward before winter sets in. Council discussed the request and noted that the other homes on that road are already on city water and paying a higher water rate. The city attorney recommended checking the current water pressure and have the engineers give their advice before approving an additional hookup. Cm, Eric Christensen would like to get the results from a pressure test before council makes a final decision. Resident Hatch will get a permit application submitted to the council. Cm, Christensen wants to make sure the resident is aware that they will be responsible to purchase their own meter or get their own water. Council doesn't have an issue with the additional hookup as long as the pressure is good and they follow the proper protocol for new hookups including paying outside of city limit rates.

Mayor Spencer asked maintenance to put a pressure gauge on the hydrant and see what the pressure is. Mayor Spencer would like to clarify the section of the fence agreement in question regarding who pays the attorney fees.

Cm, Eric Christensen made a motion to adjourn.  
Cm, Trevor Parsons 2<sup>nd</sup> the motion. Motion passed 4-0.

  
Recorded by: ds  
City Clerk /Debbie Swensen

9-8-2025  
Date Accepted by Council

  
Mayor, LuCus H. Spencer