

City of Bancroft
Monday, September 8, 2025
Regular Council Meeting 8:00 pm
Location: 95 S. Main Bancroft, ID - City Hall

Mayor: LuCus H. Spencer

Council Members: Eric Christensen, Jessica Vawser, Trevor Parsons, Jessica Thurman

Regular Agenda

1. Call to Order-Roll Call
2. Pledge of Allegiance
3. Prayer
4. Approve Agenda (action item)
5. Sheriff's Department Updates

Action Items

1. Minutes
2. Accounts Payables
3. Appoint Council President
4. Eric Hobson-Caribou County EMS
5. Building Permits-Trevor Parson/Shed/Lean-to Addition, James Ackerman, Ellis Call, Rex Steele/House Renovation & Reconstruction, Rick Hatch-New Water Hookup
6. SICOG-Amanda Collins-Discuss Planning Study Results-Park Documents-Sewer Increase and Grant Funding
7. Fair Housing Resolution
8. 1st South Grant & Additional Costs
9. Citation Violation Fines
10. Airport Road Process and Plans
11. Sewer Pump Purchase
12. Generator Purchase
13. Repeal all codes relating to animals and the grandfather clause
14. Discuss revision of all ordinances relating to animals and grandfather clause
15. Summer Help Job Title Duties List
16. Review
17. Council and Staff Reports
18. Public Comment
19. Adjournment

Any persons needing special accommodations to participate in the above noticed meeting should contact the City Hall 24-hours prior to the meeting.

Business Hours: 8am-4pm., Monday – Thursday

Closed from: 12:30 to 1:00

Phone: (208) 648-7648

Bancroft City Council
Monday, September 8, 2025
Meeting Minutes of the Mayor and City Council for Bancroft, Idaho

Roll call showed the following council and staff members present: Eric Christensen, Jessica Thurman, Trevor Parsons, Jessica Vawser, Mayor Spencer, and Clerk Swensen
Others in attendance: James Ackerman, Mike Ackerman, Raquel Reed, Joseph Perry, TaraLee Christensen, Malissa Barfuss, Amanda Collins/SICOG, Eric Hobson/Caribou Co.

Mayor Spencer called the meeting to order at 8:05 p.m.
Pledge: Mayor Spencer
Prayer: Eric Christensen

Item: 1 Agenda

Cm, Trevor Parsons made a motion to approve the agenda.
Cm, Eric Christensen 2nd the motion. Motion passed 4-0.

Item: 2 Minutes

Budget Hearing 8-11-2025

Cm, Eric Christensen motioned to approve the minutes from the Budget Hearing held on 8-11-2025.
Cm, Jessica Thurman 2nd the motion. Motion passed 4-0.

Rezone Hearing 8-11-2025

Cm, Trevor Parsons made a motion to approve the minutes for the rezone hearing held on 8-11-2025.
Cm, Eric Christensen 2nd the motion. Motion passed 4-0.

Regular Council Meeting 8-11-2025

Cm, Eric Christensen made a motion to approve the minutes for regular council meeting on 8-11-2025.
Cm, Jessica Thurman 2nd the motion. Motion passed 4-0.

Item: 3 Accounts Payables

Cm, Jessie Vawser made a motion to approve the accounts payable for August 2025.
Cm, Trevor Parsons 2nd the motion. Motion passed 4-0.

Item: 4 Council President Appointment

Mayor Spencer proposed appointing Cm, Eric Christensen as the new council president.
Cm, Jessica Vawser made a motion to approve appointing Cm, Eric Christensen as the new president.
Cm, Trevor Parsons 2nd the motion. Motion passed 4-0.

Item: 5 Caribou Co. EMT Coordinator-Eric Hobson

Mr. Hobson informed council that classes will be starting up again on October 14th and run until the end of January. Classes are from 6-10pm on Tuesday nights. There are currently eight people signed up for the class. Eric gave his contact information to the council and interested citizens. Eric stated that they have eleven active volunteers but would like to see more people sign up. Mayor Spencer thanked Eric for the updates and for their service to the community.

Item:6 Building Permits

Trevor and Holly Parsons-Lean-to

Mr. Parsons is planning to build a lean-to on both sides of an existing shed. He will possibly be adding a concrete floor. Mayor Spencer stated that there are no water or sewer lines near the project and setbacks

Amanda asked if council could list any other repairs or improvements for Memorial Park that will help meet the required match for the grant. The city is having pump issues and will know more about repair costs soon. Council mentioned that the city recently put up some fencing to reduce damage and noise to a neighboring home. Amanda asked maintenance if there is a current camera system in the park. Maintenance stated that there is a camera but they will have to check and see if it is working. Amanda didn't notice any posted park ordinances except the notice about quiet hours. Amanda found the International Building Code that was adopted by the city years many years ago. Amanda asked if there is any type of ATV trail that connects with the city park. Council advised that there are no connecting trails. Amanda asked if there are any other community activities the city wants to document besides camping, long term facility luncheons in the park. Cm, Eric Christensen mentioned that there was a concert in the park and the church uses it for community gatherings and parties. Resident MaLissa Barfuss asked if the property lines will be set. Cm, Eric Christensen advised that the archway in the entrance will eventually need to be moved. Amanda stated that the pickleball or game courts shouldn't be close to any boundary lines. Amanda asked how much revenue the park reservations generate. Clerk Swensen will double check the budget but thinks it is approximately \$2,000 a year. Amanda asked if the money is in its own account. Clerk Swensen advised that the revenues and expenses both have their own account. Clerk Swensen will email a copy of the budget showing the separate revenue and expense accounts. Amanda got a signed letter from Mayor stating approval to proceed with the grant application process. Amanda asked if everyone is still in support of doing pickleball courts with the grant money if received. Resident MaLissa Barfuss has concerns regarding the noise and curfew problems that could worsen. Amanda stated that the city can put up more fencing a write a new ordinance to help regulate the noise. Amanda commented that Memorial Park is a very nice amenity for the community and they want to help protect that investment. One of the things that they recommend is having a nice surveillance system. Amanda asked that anyone interested in submitting a letter of support can turn that in to the city clerk. Amanda will continue trying to contact the engineers and is available to attend work sessions and help get the word out. Amanda explained that because this grant money is through Housing and Urban Development through the Idaho Department of Commerce, they ask that cities have an updated **Fair Housing Resolution**. The last one they have on file is from 2013.

Item: 8 Fair Housing Resolution

Cm, Eric Christensen made a motion to pass an updated Fair Housing Resolution

Cm, Trevor Parsons 2nd the motion. Motion passed 4-0.

A Roll Call Vote was Taken. All in Favor-YES

Eric Christensen =YES, Jessica Vawser =YES, Trevor Parsons = YES, Jessica Thurman = YES

Item: 9 Bid 1st South Drainage Project-Grant Received \$100k

Mayor Spencer informed council that the only contractor that submitted a bid was A+ Contractors out of Soda Springs. Mayor Spencer was able to meet with the owner regarding the bid details. To complete the project, it will cost approximately eighteen thousand dollars over the \$100k grant money the city received. This is due to increasing cost for materials and labor. Council discussed the accounts and will pull the additional funds from streets and roads maintenance to complete the project. Council agreed to hire A+ Contractors due to approaching cold weather conditions.

Cm, Eric Christensen made a motion to hire A+ Contractors.

Cm, Trevor Parsons 2nd the motion. Motion passed 4-0.

Item: 10 Code Violations-Citations & Fines

Council reviewed a copy of the most recent violation letter that was mailed to residents from the city attorneys. A copy of the correlating code was mailed with the letters. Cm, Vawser asked what the daily fine is for violation non-compliance. Council suggested getting more information from the city attorney regarding the fines and the deadline for compliance. Cm, Vawser noticed that some of the residents came into compliance after the first letter, but are now falling back out of compliance. She will get a new list of

Item: 16 Council Reports

Rick Hatch-New Water Hook-up Request

Mayor Spencer informed council that Rick Hatch is building a new home on his recently purchased property located on Rigby Road. Rick has requested to hook into the city water line on Rigby Road. Due to previous discussions and council questions a pressure test was done and shows 85lbs. of pressure at the hydrant which is more than sufficient pressure for more hook-ups. Mayor Spencer will double check the specifications with the city engineers and council will re-visit the topic in October.

Cm, Jessica Vawser asked the clerk to contact the attorney and see if he sent the letter of approval for DEQ to move forward with a cleanup violation complaint.

Clerk Swensen will be out of the office for the Idaho City Clerks and Treasurers Conference the week of the 22nd.

Maintenance Jim Page informed council that the new power pole by the Lions Club building does not have a plug to hook up the Christmas lights. There are also two other poles that will need plugs as well. The power will need to be turned off while they do the install. Mayor Spencer informed maintenance they just need to contact Rocky Mountain Power. Clerk Swensen will contact Rocky Mountain if maintenance will get her a pole number off of the yellow plate.

Maintenance Page asked what the plan is with the trees out front of City Hall and the damaged door on the little well house. Mayor Spencer advised that the trees will be removed and the doors need to be replaced. The cost of replacing the doors will be approximately \$400 to \$800.

Maintenance Jim Page advised council that a member of the Ribgy family approached them at the city shop the day after the pressure test was taken. He was angry about the new water hookup request on Ribgy Road and stated that he owned the water. Council will check into the details and agreements that were made at the time the water system was installed. Cm, Eric Christensen will find out when the North Canyon project started so council can research the old minutes for more information.

Resident Malissa Barfuss asked if the city offers public restrooms. She has had people coming into the store asking if there is a restroom in town. Mayor Spencer advised MaLissa that the water in the restrooms gets drained in late fall to prevent freezing and cracking pipes. Maintenance will let Malissa know when they are going to shut the restrooms down.

Mike Ackerman stated that he will be opening his ice cream parlor and restroom in two weeks.

Adjournment

Cm, Jessie Vawser made a motion to adjourn the meeting.

Cm, Eric Christensen 2nd the motion. Motion passed 4-0.



Recorded by: ds
City Clerk /Debbie Swensen

10-14-2025

Date Accepted by Council


Mayor, LuCus H. Spencer