

Bancroft City Council  
Monday, May 10, 2021  
Meeting Minutes of the Mayor and City Council for Bancroft, Idaho

Roll call showed the following council and staff members present:  
Mickelle O'Brien, Joseph Perry, Scott Hayden, Carrie Yost, Mayor Spencer, Maintenance Moreland, Maintenance Waller, and Clerk Swensen  
Others in attendance: Taylor Askew/Fire Chief, James Ackerman, Trevor Parsons

Call to Order: Mayor Spencer called the meeting to order at 7:00 p.m.  
Pledge: Mayor Spencer  
Prayer: Cm, Mickelle O'Brien

Item: 1 Accept Agenda  
Cp, Scott Hayden made a motion to accept the agenda.  
Cm, Joseph Perry 2<sup>nd</sup> the motion. Motion passed 4-0.

Sheriff Mabey was not present  
Dave Patterson with the "Caribou Highlanders" was not present

Item: 2 Fire Department  
Fire Chief Taylor Askew gave each council member a copy of the most recent fire suppression rating report. The evaluation is performed by the Idaho Surveying and Rating Bureau. The rating is a combination of the three category totals. The rating for the dispatch, operator's and telephone service is good. The ratings for Fire Department is low due to trainings, records, ladder service, etc. The city needs larger hoses. The city has ample amount of volunteer fireman per capita. The city can pass an ordinance requiring homeowners to install outside, permanent, roof access. The next evaluation will be in 5 years. Taylor advised that a new fire truck would improve the city's fire rating due to allowing for faster water flow. Cm, Mickelle O'Brien gave Taylor a contact number to fire chief that just purchased a new fire truck with grant money. The Fire Marshall suggested the fire department start applying for grants and produce a five-year plan and keep better records. The Fire Department's goal is to get the rating lowered from a 7 to a 5. A lower score will allow residents to get insurance at better rates. Cm, Joe Perry suggested the Fire Department do some fund raisers, including a boot drive. Taylor and Trevor Parsons would like to see the Fire Department be able to utilize the entire city shop as a fire station to house the fire trucks and hopefully to house a new truck. Taylor and Trevor believe the city shop was originally built for the fire department using grant money. City Council did not comment.  
Cm, Yost asked if the maintenance workers could work out of the potter shop. Mayor Spencer explained that the welders and other maintenance machines are set up in the city shop. It would require grant money to build a new shop or make Potter shop an adequate work area.  
Cp, Hayden suggested eventually having a building that would house the city office and maintenance in the same building.

Item: 3 Building Permits  
Taylor Askew-Chicken Coop Permit  
Cache Davids-Fence Permit  
Teryl Parsons-Fence Permit  
Joyce Collins-Fence and Pavilion Permit  
Loren Yost/Yost Farms-Addition to existing shed  
Cm, Carrie Yost measured the setbacks/boundary lines for the mentioned locations.  
Council members reviewed and discussed all building permits.  
Cp, Scott Hayden made a motion to approve all listed building permits.

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

Item: 4 Minutes

Cm, Carrie Yost made a motion to approve the April 2021 minutes.

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

Item: 5 Accounts Payables

Cp, Scott Hayden made a motion to pay the accounts payable for April 2021.

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

Item: 6 City Comprehensive Plan-Element #10

Mayor Spencer read Element #10 to the council and public.

Necessary changes include:

- 1.) Take out No.4 under Goals and Objectives (regarding lowering lines along the airport runway)
- 2.) Paragraph No. 3 Take out all information regarding superfund sites and recent grants. Leave official concerns and items regarding the monitoring of any new construction of renovations.

Item: 7 City Park Reservation Fees

Mayor Spencer asked council members for their input regarding park reservation fees. The parks cost money to maintain with little revenue coming back in. Council members reviewed all individual fees for the parks including the rodeo grounds. Council members agree that the city needs to adjust the fees according to expenses. The city is currently paying for handicap accessible portable toilets, toiletries, power bills, maintenance costs including labor and supplies. Council discussed charging organizations that make a profit at the cities rodeo grounds the same as those reserving the Memorial Park for family reunions. Some of the organizations charging fees/making money include the roping's, dog shows, rodeos, or anyone charging entrée fees, etc. Council members agree that non-profit organizations like 4-H can continue to use the parks at no charge. Council members asked clerk Swensen to order "No Littering" signs for the parks. Guests arriving early for weekend park rentals will pay by the night until their group reservation begins. Park fees are posted at City Hall and on the city website. Council would like to charge adequate fees in order to put power in the RV sites at Memorial Park. Clerk Swensen will order No littering signs and maintenance workers will pull the old sign with fees on it.

Cm, Mickelle O'Brien made a motion to raise park and rodeo ground fees

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

Council and Staff Reports

Cm, Mickelle O'Brien asked about the large pile of dirt at the end of Canal Street. Mayor Spencer asked maintenance to remove the dirt.

Cm, Carrie Yost will place the order for Christmas decorations while they are discounted. Items for purchase were previously approved and budget for during the 2020-2021 budget process.

Cm, Carrie Yost had a resident complain about the city not helping widows with clean up etc. Mayor Spencer explained that if the city starts going on personal property doing favors it will create a code violation problem. Several members of the council and staff had offered to help the resident after hours, on personal time but the offer was declined. Mayor Spencer suggested that there are multiple church organizations that would be willing to help if contacted.

Clerk Swensen has concerns about the electrical in the City Hall. The new printers beep continuously due to the overloaded power strips. The internet company found darkened wires and plugs while hooking the city machines up to the new connections for fiber optic. The internet company was not able to properly hook up their devices due to the lack of outlets and overloaded power strips. The new machines will continue to beep until they are hooked up to property with direct connections to outlets. The new laser

printers pull a lot of power and need to be directly connected to outlets. The city hired Louie's Electric out of Grace several years ago to rewire the city hall. Louie ended up moving without notifying the city. Council members and Mayor Spencer agree the situation needs immediate attention and asked clerk Swensen to contact Bear River Electric for an inspection and quote.

Cm, Joe Perry is concerned about the drainage ditches not being sloped enough to get the water drained appropriately. Mayor Spencer agrees that the city needs to call dig line to check utilities and then possibly use the backhoe to clean and slope the ditch.

Mayor Spencer would like to send one of the maintenance workers to the upcoming IRWA Spring Conference at the end of May. The other worker would attend the fall conference due to keeping one maintenance worker available for city on-call emergencies.

Clerk Swensen will get the registration set up and book a motel room for the conference.


Cm, Mickelle O'Brien noticed that the bridge by the railroad tracks is settling. Mayor Spencer asked maintenance workers to go look at the bridge.

Mayor Spencer set up a meeting with Highland Milling Company and did a tour of the plant. The company is hoping to update their equipment and make some big technological advances this coming summer. Mayor Spencer discussed the donation offer for a tank for the fire department. Mayor Spencer informed council members that the engineers will be doing the street study with the grant money received this fall. The study will help qualify the city to receive grants for future street projects.

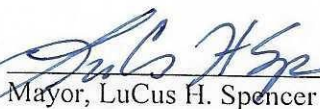
Adjournment

Cp, Scott Hayden made a motion to adjourn.

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

  
Recorded by: ds  
City Clerk /Debbie Swensen

6-14-21  
Date Accepted by Council

  
Mayor, Lucas H. Spencer