

**MEETING MINUTES  
TOWN OF BANCROFT  
AUGUST 15, 2019**

Mayor Donna McKneely called the meeting to order at 7:00 pm. She opened the meeting with the Lord's Prayer, then took roll call: David McClung (via conference call), Bethany Adkins, Wally Harper, Thomas Frame and Marie Dailey present.

Mayor McKneely then recognized Lita Kirk, Administrator with the Putnam County Health Department. Their offices are now back in Putnam County effective July 1, and she's contacted local municipalities and governments to see what their main concerns were. She stated the services that the Health Department provides, including vaccinations for back to school (Bethany will mention date/times on Facebook page).

Robert Smallridge then appeared before the council stating he has made application at the Planning Commission to move a tiny house on property in town he purchased from Oatis Cobb. He had the application and a copy of the floodplain map provided by the Planning Commission. He stated that the building is a brand new Amish built tiny home, and Mayor would need to sign the application for him to turn back in to the Planning Commission. Since the building meets the age requirements, Mayor McKneely signed the application.

After the council read over the minutes; Councilwoman Adkins moved to approve the minutes (motion passed). Councilwoman Adkins then moved to approve the financial statement and to pay the invoices (both motions passed).

Recorder Marie Dailey then updated the council on the audit by Lisa Thornburg. Council has received a copy of the 2017 & 2018 audit, and CPA first will now perform the 2019 audit.

Council then discussed electrical work needed at the gazebo, park shelter and post office. After looking over the job scope and further discussion, Councilman Harper moved to install lights at the gazebo, park shelter and post office.

Council then discussed the bathroom floor in the post office, which is old linoleum that is coming up in pieces. Council discussed who could perform the work, and they feel we should just lay tile so it lasts. Councilman Harper then moved to install ceramic tile in the bathroom at the post office (motion passed).

The paving project is complete and Councilman McClung will look over the areas to insure everything was completed, then submit the invoice for payment. He said the cost of material may have gone up, so it may be a little more, but council stated that the job was pushed out for their convenience, so the town shouldn't have to pay the difference.

Mayor McKneely spoke to the Service Station, an agency in Poca that assures the delivery of community based mental health, mental retardation, substance abuse and/or behavioral health services to individuals with those disabilities. They would like to paint our trash cans in the park. Councilwoman Adkins moved to purchase the black spray paint for Ed Higginbotham to paint prior to the Service Station coming down to decorate (motion passed).

Councilman Harper has reported street lights out to Appalachian Power and Councilwoman Adkins states the website is doing well and that our Facebook page is a hit!

Mayor McKneely talked about cleaning the town hall. She did a deep clean on it this month, but needs ongoing cleaning. Recorder Dailey stated that we used to take turns cleaning – between 7 of us, we would only need to do this twice a year. She will perform the September cleaning and make a list of names for monthly cleaning (dust, sweep and vacuum).

Council discussed the need for another truck as the current truck frame is being held up by a 2x4, plus multiple other problems. Councilman Harper will look into State Surplus to see what they may have available.

Mayor McKneely stated that Day Report came down and cut the railroad bank from the park to the storage buildings, and did an awesome job.

Councilman Harper then brought up a request from the Fire Department. They had to replace the springs on the old fire truck a few times, and the same thing is happening to the new truck. They feel it is due to the 2 speed bumps between the fire department and the main road, and they asked the council to consider removing those 2 speed bumps. Council will look into the costs of removing them.

With no further business to discuss, meeting was adjourned.

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DONNA MCKNEELY, Mayor